

CITY OF CANYONVILLE



ADOPTED BUDGET 2024-2025

CITY OF CANYONVILLE
250 N. Main Street, P.O. BOX 765
CANYONVILLE, OR 97417
PHONE: 541-839-4258
FAX: 541-839-4680
city@cityofcanyonville.com

CITY OF CANYONVILLE
DIRECTORY OF CITY OFFICIALS & EMPLOYEES
FISCAL YEAR 2024-2025

CITY COUNCIL MEMBERS

Christine, Mayor	(12-31-2024)
Louise Barton, Councilor	(12-31-2024)
Alan Freeman, Council	(12-31-2024)
Jerry O’Sullivan, Councilor	(12-31-2024)
Michael Young, Councilor	(12-31-2026)
Stephen Morgan, Councilor	(12-31-2026)
Luke Suhr, Councilor	(12-31-2026)

ADMINISTRATIVE STAFF

Dawn Bennett - Budget Officer/City Administrator/Recorder
Suzie Rogers – Finance Deputy Recorder
Valerie O’Sullivan - Administrative Assistant

PUBLIC WORKS STAFF

Robin Siegrist - Public Works & Waste Water Treatment Lead
Chris Panner - Water Treatment Operator
Keith Riddle - Waste Water Treatment Operator
Jeremy Mayfield - Utility Worker
Juston Lanham - Utility Worker

BUDGET COMMITTEE MEMBERS IN ADDITION TO THE COUNCIL

Paige McMahon	(Term ends 12-31-2024)
Brandi Gross	(Term ends 12-31-2024)
Verne Kurisu	(Term ends 12-31-2024)
Christina Wooten	(Term ends 12-31-2026)
Doug Gideon	(Term ends 12-31-2026)
Linda Segreto	(Term ends 12-31-2026)
Mike Graziano	(Term ends 12-31-2026)

PLANNING COMMISSION

John Emory, Chairman
Debbie Hopkins, Vice-Chairperson
Dave Hill
Matt Gross
Doug Sales
Bruce Knowlton
Lucas Gross

BUDGET OFFICER'S MESSAGE 2024-2025 FISCAL YEAR

City of Canyonville Budget Committee

The attached 2024-2025 Proposed Budget document reflects many hours of preparation and is a collaborative effort between all staff and management. I would like to thank everyone who assisted me with putting together this budget.

Prior to each fund is an overview of the fund and a detailed summary of the fund budget. The Budget Message will cover the significant changes in the budget.

The budget is hereby submitted to the Budget Committee for your approval and recommendation to the City Council for adoption. This process is outlined in Oregon Budget Law and this evening the public segment of this process begins. I ask for your thoughtful review and consideration of this plan, which outlines my proposals for the expenditure of the municipal corporation's taxes and other revenues from July 1, 2024 to June 30, 2025. As required by Oregon Budget Law, this Proposed Budget balances resources with expenditures.

The 2024-2025 Proposed City Budget is **\$11,425,904.00** which is **\$1,710,197.00** more than the 2023-2024 adopted City Budget. The increase in the total budget is due to the water rate increase, interest rate increase, and the addition of the CDBG grant of \$474,421 that the city has applied for to start the process for the Water Infrastructure Phase I project. Several of the reserve funds beginning fund balances have been increased as money has been transferred in and very little expenses paid out.

The Proposed Property Tax Levy for 2024-2025 is based on our permanent tax rate of \$3.2303 per thousand of assessed property value. The City's total assessed value has increased by only .9% this year. It is important to note when reviewing the history of the taxable property values for the City of Canyonville that the taxable assessed value of \$121,657,585.00 is \$67,405,772.00 less than the Measure 5 real market value.

We were extremely fortunate that we were able to take advantage of the low interest rates in fiscal year 2021-2022 and saved \$40,000.00 on our annual loan repayment to Rural Development and an additional \$10,000.00 was saved on the Infra Structure Financing annual loan payment.

The water rates were increased this current fiscal year by \$10.00 per EDU and the overage rate increased up to \$3.35 in the city limits. No rate increase is proposed for next fiscal year.

The proposed budget represents a continuation of programs, services, and Council policies. All revenue has been estimated conservatively, expenditures have been based on actual needs and prior history. Outlined below are the major features of next year's Proposed Budget:

I. GENERAL COMMENTS: Changes common to most funds and departments.

1. PERSONNEL SERVICES:

The City employees joined the International Brotherhood of Electrical Workers Local Union No. 659 during fiscal year 2010-11. A new contract between the

City and Union has been negotiated and approved beginning July 1, 2023 and expires June 30, 2026.

The agreed upon contract establishes the following benefits and salaries:

- a) **Medical Health Insurance:** The City converted to a High Deductible Health Savings Plan in January 2011. The deductible was increased last year to \$1,700.00 for one person and a \$3,400.00 for plans with 2 or more people and the out of pocket expenses for employees was increased by \$1,100. The premium for the Health Savings Plan has increased by 10% for 2025.
- b) **Dental and Vision Insurance:** The dental has increased by 7.5% and vision rates increased by 6% for 2025. The City still provides the Insurance and pays 100% of the premium.
- c) **PERS Retirement:** There were many changes to the PERS retirement which went into effect in July 1, 2020. One of the biggest changes is that employees will no longer get all the 6% that the city contributes to the employees' IAP account. The IAP account is basically like an IRA. What you have accumulated in there is what you get. Now a portion of what your employer pays goes to the unfunded liability and not the employee. Tier 1 and Tier 2 employees will have to pay 2.5% and all other employees will pay 0.75%.
- d) **Salary Increases:** The employees receive a 5% per hour raise per the union contract approved by Council, along with the annual step raises. The Planner position is being eliminated due to retirement. In this budget we are allocating for a full-time administrative assistant and a half-time utility billing clerk. The structure of these two positions will have to be approved by the council at a later date.

2. CONTINGENCIES - COMPARED TO PREVIOUS YEARS:

	2020-2021	2021-2022	2022-2023	2023-2024	2024-2025
GENERAL	\$155,526	\$186,586	\$154,346	\$152,441	\$175,155
STREET	\$110,855	\$110,359	\$103,300	\$ 95,000	\$ 87,407
WATER	\$ 53,375	\$ 55,921	\$ 58,501	\$ 63,728	\$ 51,288
SEWER	\$ 35,250	\$ 43,320	\$ 43,360	\$ 67,890	\$ 71,524

II. SPECIFIC FUNDS OR DEPARTMENT:

GENERAL FUND (01)

Revenues:

The revenue for the general fund has increased by \$60,335.00 this fiscal year. This increase is due to an increase in the beginning fund balance and property tax revenues.

Expenses:

PERSONNEL:

These expenses have increased by \$8,600.00 which is due to the 2023-2026 union contract of a 5% raise for 2024-2025 fiscal year that has been approved by Council.

MATERIALS & SERVICES:

There is a \$11,500.00 increase to materials and services for this budget due to the Sheriff's contract, technology, and postage. The city has spent \$301,995.91 of the ARPA stimulus money leaving a balance of \$134,460.00.

TRANSFERS:

Money is being transferred from General Fund to the Building Facility Reserve Fund for city hall building, park buildings, and South County Community Center. A few of the projects we are designating the city hall money for are painting the remainder of the building, installing gutters on the backside of the building, replacing the awning, and fixing the windows.

STREET FUND (02)

Revenues:

The Street revenues have increased by \$6,000.00. Motor Vehicle revenue and Interest revenue both increased by \$3,000.00.

The street department has been saving money to be able to complete a larger project with the Small City Allotment money. Based on the City's reduced population the revenues from the state may decline in the street fund.

Expenses:

PERSONNEL:

These expenses have increased by \$21,125.00 which is due to the 2023-2026 union contract that gives the employees a 5% raise that has been approved by the Council and the increase in FTE's of one Utility Worker from .15 FTE to .35 FTE.

MATERIALS & SERVICES:

Materials and services have increased by \$8,400.00 due to some minor changes in the line items.

TRANSFERS:

The City is required by State Statute to set aside 1% of the Motor Vehicle Revenues in a separate fund to be expended on footpaths and bicycle trails. Based on the actual revenues for fiscal year 2022-2023 a total of \$1,293.00 is being transferred to Fund #17.

This fiscal year we are transferring \$64,000.00 to the Capital Improvement Fund #25.

WATER FUND (06)

Revenues:

Council approved a \$10.00 rate increase per EDU and up to \$3.35 per 100 cubic feet of consumption overage in the city limits effective March 1, 2024.

The revenue for this fund has increased by \$110,900.00 due to the increase in the beginning fund balance, interest rate increase and the water collections increase. The water rate increase is estimated to increase revenue by \$81,540 which all has to be transferred to the Water Capital Reserve Fund.

The water treatment plant is almost 40 years old and will need to be upgraded soon. The City needs to save money in the reserve accounts for this future upgrade. A water facility plan was completed and approved by the Council which will assist the City with identifying and prioritization of future improvements. To date the City has applied for a CDBG grant to start the process in upgrading the water lines.

Expenses:

PERSONEL SERVICES:

Personal Services has increased \$20,800.00 from last year's budget which is due to the wage increase in the 2023-2026 union contract for 5% of employee raises that has been approved by Council and the addition of .15 FTE for new administrative assistant.

MATERIALS AND SERVICES:

Materials and Services has increased by \$18,490.00 due to property/liability insurance rate, plant and grounds maintenance, fire control, and engineering fees.

TRANSFERS:

We are proposing to transfer \$160,400.00 to capital reserves. The increase is due to the water rate increase revenue of \$81,540.00.

CAPITAL OUTLAY:

The Capital Outlay has not changed from last year's budget.

CONTINGENCY:

Contingency is for unexpected expenses or emergencies. Normally this money does not get spent and is rolled over from year to year. This line item has decreased by \$12,440.00 this year.

SEWER FUND (07)

The City completed the wastewater upgrade which was funded from multiple agencies and grants. The DEQ provided interim financing for the project since Rural Development will not finance the project until it is completed. Once the project is complete Rural Development sells bonds to the Federal government on behalf of the City and loans the money to the City for a 40-year term. Since we were able to sell the bond before the interest rate went up, we saved \$40,000.00 a year on the payments which comes out to \$1.6 million over the 40 years. We also saved \$57,000.00 on the DEQ loan by paying it back early. In addition, we had a loan for \$1,000,000.00 from Infra Structure Financing and we only spent \$920,957.00 so we saved approximately \$10,000.00 a year for 20 years on this loan. City's total obligation for building the Sewer Plant is as follows:

Rural Development Loan for \$7,040,000.00 @1.25% interest 40-year term annual payment \$225,788.00.

Water/Wastewater loan from Business Oregon Infrastructure Financing Authority (IFA) For \$920,957.00 @ 1.36% interest 25-year term annual payment \$44,822.00.

Repayment of these debts must come from the revenue generated by the sewer plant. Fiscal year 2021-2022 we created a debt service fund for the Rural Development payments and one for the IFA repayment. Money from the Sewer fund must be transferred to each of these debt service funds annually before any money can be transferred to the capital reserve fund.

Revenues:

The primary revenue source for this fund is the user fees of \$850,00.00, along with the additional \$300,000.00 beginning fund balance that comes from the carryover each year that does not get spent. We have been building the carryover up over the last ten years. Once that money is spent it will take a long time to build it up again. This is why we do not use the entire carryover amount as the beginning fund balance for the next budget.

The annual loan payments for the sewer plant upgrade must come out of this revenue source. The anticipated annual payments will total \$270,610.00.

We are only able to transfer \$50,000.00 to save for capital improvements. The upgrade did not include any work to the City's collection system, and we have already identified one project that is anticipated to cost approximately \$750,000.00.

Expenses:

PERSONNEL SERVICES:

Personnel Services has increased by \$9,450.00.00 from last year's budget which is due to the reduction of one Utility Worker from .50 FTE to .30 FTE has helped offset some of the 5% wage increase in the 2023-2026 union contract that has been approved by Council.

MATERIALS AND SERVICES:

Overall materials and services have decreased by \$15,330.00. We do not anticipate the need for contracted services in the future, so the consulting line was decreased.

TRANSFERS:

We were only able to transfer \$50,000.00 to the Capital Reserve account this year, because we must transfer the expected loan payments of \$225,788.00 and \$44,822.00 to the debt service funds each year. A new fund for short-lived assets was created and the city per the loan agreement must transfer \$54,373.00 per year until the fund has sufficient revenue to cover the total value of the short-lived assets. This we are transferring two payments to make up for the one missed last year.

CONTINGENCY:

Contingency is for unexpected expenses or emergencies. Normally this money does not get spent and is rolled over from year to year. This year we have increased the contingency by \$3,634.00.

EQUIPMENT REPLACEMENT FUND (08)

The City has been able to purchase a street sweeper, street mower, park mower, and trucks for the street and water person. It is a good idea to transfer money to these equipment line items to save for future equipment purchases. Specific projects are listed within the fund budget summary.

SYSTEM DEVELOPMENT FEES (20 & 21)

The City completed and adopted an updated systems development report which re-evaluated the current systems development fees based on the new water and sewer facility plans. The cost for a single-family residence increased to \$3,946.00 for water and \$5,394.00 for sewer.

Systems Development Fees for two homes have been anticipated this year.

SOUTH COUNTY COMMUNITY CENTER (24)

This account was set up as a reserve fund in 2014 to set aside money for any necessary improvements or repairs to the building when it was utilized by the YMCA. It is no longer leased to the YMCA; it is now leased to Umpqua Athletics and Family Development. The lease agreement dated: August 19, 2021, stipulates that the tenants are responsible for the maintenance of the building interior and the City is responsible for the maintenance of the grounds and major repairs to the exterior building. A transfer from the General Fund of \$15,000.00 is budgeted for this fiscal year.

CAPITAL RESERVE FUNDS (25, 26 & 27)

Capital Reserve Funds have been established for street, water and sewer. Each year as much revenue as possible is transferred from the operating accounts to the Capital Reserve Fund. This is basically the City's savings account for future projects.

The City is responsible for the bridge on Hamlin Road which was built in 1971 and the bridge at the south end of Main Street which was built in 1921. Every two years ODOT does a bridge inspection to evaluate the condition of the bridges. The last two reports have listed the Hamlin bridge's condition as poor. We are very fortunate to receive a grant for the full cost of \$171,000.00 for the repair of Hamlin Bridge, which is scheduled to be completed by September 2024.

Although the sewer plant has all been upgraded, the plan did not identify any collection work. The City's sewer mains are old and will need replacement in the future. We have also identified some creek crossings that will need to be replaced. We will need to be careful with how we spend the money in this fund because now that we must re-pay the loans for the plant upgrade, we will not be able to build this fund back up.

The City's water plant was built in 1978 and will need to be updated soon. A master plan for the water was completed in 2015 and phase 1 of the plan identifies \$5.3 million in necessary improvements. This year we were able to utilize some of the money from the American Rescue and Recover Act to update the SCADA system for the plant. The SCADA system is the electronic brains that operate the plant. The old system was installed in 1998 and there was no support left for the software. We have also utilized the ARPA money for the water line repair on first street, the O'Shea water line repair, discounts on the water/sewer account for Forest Glen Senior Residence during Covid, and the water plant valves/actuator replacements.

FACILITY RESERVE FUND (30)

Most of the City's facilities are old and in need of maintenance. With the limited revenue, it may take several years to have sufficient funds for a project. Some of the projects we are designating the money for are painting the remainder of the building, installing gutters on the backside of the building, replacing the awning, and fixing the windows.

WASTEWATER UPGRADE DEBT FUND (38)

This fund was created in the fiscal year 2020-2021 in anticipation of the completion of the sewer plant upgrade. The project has been completed and the first payment started in the fiscal year 2021-2022.

The City obtained an awesome funding package from Rural Development and received the following funding:

Rural Development Loan	\$6,540,000.00
Rural Development Grant	<u>\$2,530,000.00</u>
Total	\$9,070,000.00

For this funding package the annual loan payment is \$208,823.00.

The additional grant/loan from Rural Development had to be added into this account.

Rural Development Loan	\$ 500,000.00
Grant	<u>\$ 178,400.00</u>
Total	\$ 678,400.00

For this 2nd funding package, the annual loan payment is \$15,965.00.

As part of the loan agreement the City is required to have one loan payment for each obligation plus an additional 10% of the payments in reserve. These funds must remain in this account until the loan is paid off.

The total loan obligation is \$7,040,00.00 @ 1.25% interest for 40 years.

WASTEWATER IFA LOAN DEBT FUND (39)

This debt fund was created to account for the loan from the Infrastructure Financing from Business Oregon. The terms for this loan are \$920,957.00 @ 1.36% for 25 years. This loan does not require any reserves.

FINAL TOTAL DEBT FOR THE SEWER PLANT UPGRADE

The City did a great job of controlling the expenses for the upgrade and completing the project under the project budget which has benefited all the citizens of Canyonville. This project has taken a long time to complete but we have a modern plant with the capabilities of producing effluent that is close to the quality of drinking water. It can meet all the DEQ regulations and should be able to meet any future regulations as well. We should all be proud of this project!

USDA Loan #1 annual payment	\$208,823.00
USDA Loan #2 annual payment (bid overage)	\$ 15,965.00
IFA Loan annual payment	<u>\$ 44,822.00</u>
Total annual payments	\$269,610.00

SHORT-LIVED ASSETS FUND (40)

Part of the Rural Development requirements for the loans is that the City sets aside \$50,374.00 per year to replace the short-lived assets in the wastewater plant. Once we have \$750,000.00 in the fund, we will not be required to make an annual contribution unless the balance drops below the \$750,000.00.

III. ACTIONS REQUESTED:

Approval of the Budget and Tax Rate: Following your review and/or amendment, the Budget Committee is expected to “Approve the Budget” in the amount of **\$11,425,904.00** and forward the “Approved Budget” to the Council and recommend a tax rate to be imposed. The Permanent Tax rate for the City of Canyonville is \$3.2303 per \$1,000.00 Assessed Value. You are not permitted to increase this rate, only reduce it.

Upon your action to approve, a hearing on the budget before the City Council will be scheduled; notice of the hearing and a summary of the approved budget must be published in advance of the hearing date. The Council must conduct its hearing and adopt a budget by June 30, 2024.

I look forward to your questions and discussion of this proposed budget.

Dawn Bennett
Reviewed and approved.
City Administrator/Recorder and Budget Officer

CITY OF CANYONVILLE FUND DIRECTORY



GENERAL FUND 01



STREET FUND 02



WATER FUND 06



SEWER FUND 07



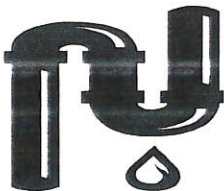
EQUIPMENT FUND 08



DAM BOND FUND 16



BIKEWAY/FOOTPATH FUND 17



WATER SYSTEM DEVELOPMENT
FUND 20



WASTEWATER SYSTEM DEVELOPMENT
FUND 21



SOUTH COUNTY COMMUNITY
CENTER FUND 24



CAPITAL RESERVE STREET FUND 25



CAPITAL RESERVE WATER FUND 26



CAPITAL RESERVE WASTEWATER
FUND 27



O'SHEA CREEK TIMBER FUND 29



FACILITY RESERVE FUND 30



CDBG PHASE I CONSTRUCTION
FUND 31



IFA FUND 33
PHASE 2 CONSTRUCTION



RURAL DEVELOPMENT FUND 34
PHASE 2 CONSTRUCTION



CITY'S SHARE OF FUNDING FUND 35
PHASE 2 CONSTRUCTION



USDA BOND DEBT FUND 38
&
IFA LOAN DEBT FUND 39



SEWER PLANT SHORT-LIVED
ASSETS FUND 40

**CITY OF CANYONVILLE
GENERAL FUND 01
MAJOR GOVERNMENTAL FUND**



GENERAL FUND ADMINISTRATION (1.75 FTE)

Dawn Bennett – City Administrator/Recorder (.65 FTE)
Jeremy Mayfield – Utility Worker (.05 FTE)
Juston Lanham – Utility Worker (.35 FTE)
Suzie Rogers – Finance Deputy Recorder (.35 FTE)
Valerie O’Sullivan – Administrative Assistant (.35 FTE)

GENERAL FUND DEPARTMENTS

General Fund Revenues
Administration (Department 10)
City/County Library (Department 11)
Pioneer Park (Department 14)
Community Projects (Department 16)
Public Officials (Department 17)
Municipal Court (Department 40)
Planning & Community Development (Department 50)
Auxiliary Support Services (Department 60)

MAJOR GOVERNMENTAL FUND - Accounts for the financial operations of the city not accounted for in any other fund. Principal sources of revenue are property taxes, licenses and permits, state and county shared revenue, and charges for administrative services from other funds. Primary expenditures are for culture and recreation, general government, police protection, and transfers to other funds.

CITY OF CANYONVILLE
GENERAL FUND 01

RESOURCES

TAXES:

1. Current Year Property Taxes - are levied each year at the permanent tax rate of 3.2303 per \$1000 of assessed value.
2. Previous Levied Taxes –are taxes that were not paid in the correct year and when collected are paid to the city.

FRANCHISE FEES:

Charges that are paid for use of the municipally owned right-of-way:

1. Garbage is on an agreement to provide services to City Hall, Water Plant and Sewer Plant in exchange for franchise fees. No monies are being appropriated in the budget for this item (DD-119).
2. Cable TV is 5% of annual gross receipts within the city limits (Ordinance No. 646).
3. Electricity is 7% of gross revenues (Ordinance No. 652).
4. Natural Gas is 5% of gross revenue (Ordinance No. 623).
5. Telephone is 7% of gross revenues (Ordinance No. 653).
6. Water is 5% of Water Collections (Ordinance No. 587).
7. Sewer is 5% of Sewer Collections (Ordinance No. 587).
8. Fiber Optics is 5% of gross revenues (Ordinance 614).

LICENSES FEES & PERMITS:

1. Business Licenses – This consists of all current business license revenue generated by the City’s approximate 105 businesses @ \$50 per business annually.
2. Municipal Court Fines – We receive these from the municipal court for fines paid and must distribute the required portions to the State and to the County. The city retains 43% of the revenue generated from the fines.
3. Admin Fee/Public Works - Interdepartmental Charges that are paid back to the General Fund for services provided to other funds that are not reimbursed (Audit, budget, legal etc.).
5. Planning Admin Fees are fees collected from the developer for City staff time to process land use applications.
6. Planning Review Fees and Engineering Review Fees are fees collected from developers to pay for any consulting services required by the development. This is a pass-through account to the consultants and the City does not retain any of this revenue.
7. Permit/Fee Charges for Service – Copies (library/city hall), faxes, and notary fees, etc.
8. Park Rent – A pass through account for Park deposits and refunds.

STATE SHARED REVENUES:

1. Cigarette Tax – The distribution is on a per capita basis. Cities may use their share for general government services without restrictions.
2. Liquor Tax - The distribution is on a per capita basis and two separate distributions are received. State Revenue Sharing and the Liquor Tax which can be used for general government services.

NET WORKING CAPITAL:

Beginning Fund Balance – This provides cash flow for City operations until property tax revenues are received. The beginning fund balance has increased by \$228,184.00 from last year. The actual beginning fund balance over the years has been steadily increasing which allowed us to propose an increase in the FY 2024-2025 beginning fund balance. The ARPA money balance of \$134,460.00 has been rolled over from this fiscal year and is included in the beginning fund balance. The ARPA money will have to be used by December 2024 and will not be rolled over to FY 2025-2026.

MISCELLANEOUS:

1. Interest Earned – Investment Pool interest is calculated and distributed to all funds proportionately.
2. Rental Income –
 - We have a contract with Viacom that pays \$1,925.00 a year to provide a sign board along the freeway that they rent out (DD-6).
 - The building that YMCA was renting is now being rented by Umpqua Athletics. They contracted to pay \$1 a year for the use of the building and will be responsible for the maintenance of the building. The City is responsible for the grounds maintenance which comes out of a subsection of the General Fund. The City has a separate Fund No. 24 entitled South County Community Center, that any major repairs to the building are paid out of, as specified in the lease agreement under City obligations.

BUDGET SUMMARY FOR GENERAL FUND REVENUE

REVENUE:	Total	\$1,107,090
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Property taxes 01-00-43000: The City’s revenue from property taxes is increasing by \$25,000.00 this year. History shows that we average between \$316,000.00 to \$332,000.00 a year. It is a good policy to make budget revenues lower than what we have received in the past years.

Franchise Revenues: The revenues are based on franchise agreements that have been negotiated between the city and the utility.

- Fiber Optic Douglas Fast Net: Is staying the same as last budget year.
- Charter Cable---The revenue has stayed the same as last budget year.
- Electric Franchise---Has been historically higher than we have budgeted in the past, so I am increasing the 2024-2025 budget by \$5,000.

- Telephone Franchise---This revenue has been steadily decreasing due to the number of people using only cell phones.
- Gas Franchise---For the 2024-2025 budget the revenue is staying the same as last budget year.

Municipal Court fines 01-00-44500: The revenue from court fines has increased some this year so we are increasing the budget by \$2,000.00.

State Revenue Sharing 01-00-44810: is determined by the state based on the City's most recent certified population of 1662. So, this line will stay the same as the last budget.

Cigarette Taxes 01-00-44850: is determined by the state based on the City's last certified population of 1662. This line is staying the same as the last budget.

Interest Earned 01-00-45000: The interest is earned from the money we transfer to our savings account. The interest rate has increased significantly and so this line has been increased by \$4,000.00.

Liquor Taxes 01-00-49610: is determined by the state based on the City's last certified population of 1662. This year this line will be budgeted the same as last budget year.

Planning Review and Engineering Review: These fees are a pass through from the applicants and paid to the appropriate contracted party.

Planning Grant: The City receives a small \$1,000.00 planning grant from the Department of Land Conservation and Development every two years. The City received a \$2,000.00 grant this fiscal year of 2023-2024.

ARPA Funds: The City received \$218,227.91 from the Federal Government in 2021-2022 to assist Cities with loss of revenue and extra expenses due to the pandemic. We also received another \$218,228 in 2022-2023. There are restrictions on how this money can be spent. The following ways we were able to spend this money is as follows:

SCADA System at the Water Plant	\$148,821.00
Forest Glen discount on their water/sewer bill	\$ 13,901.04
Water service line leak on First Street	\$ 52,760.00
Huffman water line repair	\$ 59,614.00
Water Plant Valves & Actuators	\$ 26,899.87
Total ARPA money used	\$301,995.91

The remaining money in the ARPA Fund is budgeted at \$134,460.00. This is included in the beginning fund balance and must be used by December 2024.

Without the stimulus funds the revenue for the General Fund has increased by \$93,724 from last year's budget.

General Ledger Budget Analysis

User: janelle
 Printed: 06/17/2024 - 1:11PM
 Fiscal Year: 2025



	2022	2023	2024	2024	2024	FTE	2025	2025	2025	2025
	Actual	Actual	Adopted	Estimated	Account	Description	Requested	Proposed	Approved	Adopted
GENERAL FUND					01					
REVENUES					R1					
Beginning Fund Balance	499,612.84	700,078.76	351,730.00	812,556.00	41000		579,914.00	579,914.00	579,914.00	579,914.00
Current Property Taxes	316,706.13	332,283.00	275,000.00	375,000.00	43000		300,000.00	300,000.00	300,000.00	300,000.00
Prev Levied Taxes	8,204.32	8,150.46	5,000.00	7,000.00	43010		5,000.00	5,000.00	5,000.00	5,000.00
Land Sales Dist.	0.00	0.00	0.00	0.00	43015		0.00	0.00	0.00	0.00
HERT (Heavy Equip Rental Tax)	305.22	0.00	200.00	200.00	43020		200.00	200.00	200.00	200.00
Cable TV Franchise	16,812.07	17,526.90	10,000.00	14,000.00	43030		10,000.00	10,000.00	10,000.00	10,000.00
Fiber Optics Franchise	6,070.70	6,185.31	5,000.00	4,000.00	43035		5,000.00	5,000.00	5,000.00	5,000.00
Electric Franchise	76,792.05	97,142.87	65,000.00	75,000.00	43040		70,000.00	70,000.00	70,000.00	70,000.00
Gas Franchise	16,236.12	19,116.17	10,000.00	13,000.00	43050		10,000.00	10,000.00	10,000.00	10,000.00
Telephone Franchise	842.91	2,925.83	1,000.00	1,800.00	43060		1,000.00	1,000.00	1,000.00	1,000.00
Water Franchise	15,000.00	15,000.00	15,000.00	15,000.00	43070		15,000.00	15,000.00	15,000.00	15,000.00
Sewer Franchise	15,000.00	15,000.00	15,000.00	15,000.00	43075		15,000.00	15,000.00	15,000.00	15,000.00
Business Licenses	3,904.50	4,187.50	3,100.00	4,200.00	44010		3,500.00	3,500.00	3,500.00	3,500.00
Municipal Court Fines	14,384.00	10,517.00	8,000.00	12,000.00	44500		10,000.00	10,000.00	10,000.00	10,000.00
State Revenue Sharing	25,365.69	22,492.71	18,000.00	20,000.00	44810		18,000.00	18,000.00	18,000.00	18,000.00
Cigarette Taxes	1,653.81	1,113.10	1,000.00	1,000.00	44850		1,000.00	1,000.00	1,000.00	1,000.00
Interest Earned	2,623.84	13,689.94	4,000.00	16,000.00	45000		8,000.00	8,000.00	8,000.00	8,000.00
Rental Income	1,000.00	1,926.00	1,926.00	1,926.00	45110		1,926.00	1,926.00	1,926.00	1,926.00
Miscellaneous Receipts	7,079.74	2,501.27	1,000.00	4,000.00	49400		2,500.00	2,500.00	2,500.00	2,500.00
Donations	90.00	0.00	50.00	0.00	49451		50.00	50.00	50.00	50.00
**Admin Fee/Public Works	15,000.00	15,000.00	15,000.00	15,000.00	49600		15,000.00	15,000.00	15,000.00	15,000.00
Liquor Taxes	34,668.62	32,687.84	25,000.00	30,000.00	49610		25,000.00	25,000.00	25,000.00	25,000.00
ARPA Funds	218,227.91	218,272.91	205,749.00	167,749.00	49620		0.00	0.00	0.00	0.00
Cares Act Grant Revenue	8,060.21	0.00	0.00	0.00	49630		0.00	0.00	0.00	0.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0.00	0.00	1,000.00	2,000.00	49640	DCLD Planning Grant	0.00	1,000.00	1,000.00	1,000.00	1,000.00
1,825.00	3,698.00	1,000.00	1,000.00	49650	**Planning Admin Fees	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0.00	0.00	5,000.00	0.00	49652	**Planning Consultant Fees	0.00	5,000.00	5,000.00	5,000.00	5,000.00
720.00	4,000.00	3,000.00	1,900.00	49654	**Engineering Consultant Fees	0.00	3,000.00	3,000.00	3,000.00	3,000.00
150.00	285.00	500.00	120.00	49656	Permit/Fee Charges for Service	0.00	500.00	500.00	500.00	500.00
1,150.00	800.00	500.00	400.00	49661	**Park Rent	0.00	500.00	500.00	500.00	500.00
1,307,485.68	1,541,014.57	1,046,755.00	1,609,851.00		REVENUES Totals:	0.00	1,107,090.00	1,107,090.00	1,107,090.00	1,107,090.00
1,307,485.68	1,541,014.57	1,046,755.00	1,609,851.00		REVENUES TOTALS:	0.00	1,107,090.00	1,107,090.00	1,107,090.00	1,107,090.00

CITY OF CANYONVILLE
GENERAL FUND 01

BUDGET SUMMARY FOR ADMINISTRATION DEPT. 10

PERSONNEL SERVICES: \$230,420.00

Personnel Services has increased in the General Fund by approximately \$8,600.00 which is due to the planner position being contracted out for fiscal year 2024-2025, adding a separate administrative assistant position, and keeping the part time position for a utility billing clerk. Per the 2024-2026 union contract, that was approved by Council, the employees have a 5% salary increase.

MATERIALS AND SERVICES: \$251,550.00

Primary expenditures are basic operating materials, supplies, employee training, dues and memberships, printing and postage, and the Douglas County Sheriff's Contract. Materials and services have increased by \$11,500.00 from last year's budget due to the increase in the Sheriff's contract, technology, and postage.

Douglas County Sheriff 01-10-61650: We have increased the Sheriff's contract by \$6,000.00 which brings it to a total of \$225,000.00 for FY 2024-2025. This is an estimated 4% increase.

Technology Support & Maint. 01-10-61660: Has been increased by \$5,000.00 for continued maintenance, trouble shooting, increasing security requirements for the equipment and software. The annual maintenance and subscription of Springbrook, Microsoft, and CivicPay.

Dues and Membership 01-10-62500: The following memberships are included within this line item:

- League of Oregon Cities,
- City Managers Association,
- Oregon Municipal Finance,
- Oregon Municipal Recorders,
- Oregon Planners,
- Historical Society
- City of Canyonville Chamber.

Printing and Postage 01-10-64100: Due to the postage increase this line has increased by \$500.00.

CONTINGENCY 01-10-65010: \$175,155.00

These funds are budgeted for emergencies and unexpected expenses for the whole fund. This year's contingency is budgeted at \$175,155.00.

TRANSFERS: \$95,000.00

Transfer to Equipment Replacement Park 01-10-69060: \$5,000.00 is being transferred to equipment replacement to save for any future equipment needs.

Transfer to South County Community Center 01-00-69065: \$15,000.00 is being transferred to community center fund to save for future repairs to the building.

Transfer to Facility Reserve – Gen. 01-10-69111: \$50,000.00 is being transferred to the facility reserve account to save for future projects relating to the City Hall building.

Transfer to Facility Reserve-Park 01-10-69121: \$25,000.00 is being transferred to the Park Facility Reserve for future repairs to the park buildings.

TOTAL EXPENSES: **\$752,125.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025		
Actual	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
49,706.82	33,221.43	37,300.00	37,435.00	37,435.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.60	41,200.00	41,200.00	41,200.00	41,200.00
0.00	0.00	0.00	0.00	0.00	61012	Administrative Assistant	0.65	31,200.00	31,200.00	31,200.00	31,200.00
0.00	40,101.32	42,700.00	42,676.00	42,676.00	61015	Planning/Admin Advisor	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00
13,122.68	14,509.16	15,000.00	14,213.00	14,213.00	61027	Utility Worker	0.35	16,400.00	16,400.00	16,400.00	16,400.00
2,124.72	2,370.39	3,000.00	2,526.00	2,526.00	61029	Utility Worker	0.05	3,000.00	3,000.00	3,000.00	3,000.00
17,564.19	14,521.52	17,700.00	14,633.00	14,633.00	61030	Finance Deputy Recorder	0.35	19,000.00	19,000.00	19,000.00	19,000.00
0.00	0.00	0.00	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
12,008.38	10,576.82	13,700.00	13,931.00	13,931.00	61035	Utility Billing Clerk	0.35	8,000.00	8,000.00	8,000.00	8,000.00
457.28	0.00	0.00	0.00	0.00	61040	Part Time Help	0.00	5,800.00	5,800.00	5,800.00	5,800.00
0.00	0.00	0.00	0.00	0.00	61060	Temporary Help	0.00	0.00	0.00	0.00	0.00
25.65	0.00	0.00	0.00	0.00	61150	Overtime	0.00	0.00	0.00	0.00	0.00
26,312.51	22,274.04	29,000.00	26,000.00	26,000.00	61300	PERS Retirement	0.00	32,000.00	32,000.00	32,000.00	32,000.00
7,887.92	7,830.41	12,000.00	10,000.00	10,000.00	61400	Social Security (FICA)	0.00	12,600.00	12,600.00	12,600.00	12,600.00
2,319.35	2,274.30	3,700.00	3,500.00	3,500.00	61450	State Unemployment (SUTA)	0.00	4,000.00	4,000.00	4,000.00	4,000.00
26,951.39	41,271.33	46,500.00	40,000.00	40,000.00	61500	Medical Insurance	0.00	56,000.00	56,000.00	56,000.00	56,000.00
42.96	43.37	220.00	150.00	150.00	61550	Workers Benefit Fund Assessmen	0.00	220.00	220.00	220.00	220.00
418.02	497.20	1,000.00	500.00	500.00	61551	Workers Compensation	0.00	1,000.00	1,000.00	1,000.00	1,000.00
158,941.87	189,511.29	221,820.00	205,564.00	205,564.00		PERSONNEL SERVICES Totals:	2.35	230,420.00	230,420.00	230,420.00	230,420.00
196,541.52	202,477.76	219,000.00	215,000.00	215,000.00	02 61650	MATERIALS & SERVICES Douglas County (Sheriff)	0.00	225,000.00	225,000.00	225,000.00	225,000.00
7,111.37	6,376.23	10,000.00	8,000.00	8,000.00	61660	Technology Support & Maint.	0.00	15,000.00	15,000.00	15,000.00	15,000.00
2,289.04	1,902.00	2,600.00	2,600.00	2,600.00	62500	Dues & Memberships	0.00	2,600.00	2,600.00	2,600.00	2,600.00
4.70	374.78	1,800.00	200.00	200.00	62501	Meals & Mileage	0.00	1,800.00	1,800.00	1,800.00	1,800.00
0.00	604.23	1,000.00	600.00	600.00	62502	Conferences & Training	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0.00	671.19	1,000.00	1,000.00	1,000.00	63300	Maintenance And Repair	0.00	1,000.00	1,000.00	1,000.00	1,000.00
2,561.36	5,177.95	4,500.00	4,500.00	4,500.00	64100	Printing And Postage	0.00	5,000.00	5,000.00	5,000.00	5,000.00
9,660.00	0.00	0.00	0.00	0.00	64150	Housing	0.00	0.00	0.00	0.00	0.00
167.51	0.00	0.00	0.00	0.00	64160	Cares Act Grant Expenses	0.00	0.00	0.00	0.00	0.00
149.00	105.00	150.00	35.00	35.00	64170	Drug Screen	0.00	150.00	150.00	150.00	150.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
218,484.50	217,689.14	240,050.00	231,955.00	05	MATERIALS & SERVICES Totals	0.00	251,550.00	251,550.00	251,550.00	251,550.00
					TRANSFERS					
5,000.00	5,000.00	5,000.00	5,000.00	69060	Transfer To Equip Replace	0.00	5,000.00	5,000.00	5,000.00	5,000.00
0.00	0.00	0.00	0.00	69065	Transfer to So Co Comm Center	0.00	15,000.00	15,000.00	15,000.00	15,000.00
60,000.00	50,000.00	35,000.00	35,000.00	69111	Transfer to Facility Res.-City	0.00	50,000.00	50,000.00	50,000.00	50,000.00
0.00	25,000.00	18,000.00	18,000.00	69121	Transfer to Facility Res.-Park	0.00	25,000.00	25,000.00	25,000.00	25,000.00
65,000.00	80,000.00	58,000.00	58,000.00	06	TRANSFERS Totals:	0.00	95,000.00	95,000.00	95,000.00	95,000.00
					CONTINGENCY					
0.00	0.00	152,441.00	0.00	65010	Operating Conting.	0.00	175,155.00	175,155.00	175,155.00	175,155.00
0.00	0.00	152,441.00	0.00		CONTINGENCY Totals:	0.00	175,155.00	175,155.00	175,155.00	175,155.00
442,426.37	-87,230.43	672,311.00	495,499.00		EXPENDITURES TOTALS:	2.35	752,125.00	752,125.00	752,125.00	752,125.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
442,426.37	-87,230.43	672,311.00	495,499.00		SECTION 2 EXPENSES	2.35	752,125.00	752,125.00	752,125.00	752,125.00
(442,426.37)	(-87,230.43)	(672,311.00)	(495,499.00)		ADMINISTRATION Totals:	(2.35)	(752,125.00)	(752,125.00)	(752,125.00)	(752,125.00)

**CITY OF CANYONVILLE
GENERAL FUND 01**

CITY/COUNTY LIBRARY (11)

BUDGET SUMMARY FOR LIBRARY DEPARTMENT 11

REVENUE: **\$4,375.00**

The Library Department is included in the General Fund and funded by General Fund Revenue. This fiscal year \$4,375.00 of general fund money has been allocated for this department.

MATERIALS & SERVICES: **\$4,375.00**

The Library funding for all the services have stayed the same for several years. Although, with the raise in the cost of electricity and insurance premiums the library fund has increased by \$205.00 for FY 2024-2025.

TOTAL EXPENSES: **\$4,375.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
384.57	185.27	400.00	400.00	11 02 62110	CITY/COUNTY LIBRARY MATERIALS & SERVICES Gas Heat	0.00	400.00	400.00	400.00	400.00
720.00	720.00	720.00	720.00	62120	Electricity	0.00	840.00	840.00	840.00	840.00
761.30	783.22	950.00	950.00	62200	Telephone	0.00	950.00	950.00	950.00	950.00
371.96	432.44	475.00	475.00	63400	Insurance Property/Liability	0.00	560.00	560.00	560.00	560.00
1,500.00	1,500.00	1,500.00	1,500.00	63558	Janitorial / Library	0.00	1,500.00	1,500.00	1,500.00	1,500.00
38.43	86.28	125.00	125.00	64600	Supplies	0.00	125.00	125.00	125.00	125.00
3,776.26	3,707.21	4,170.00	4,170.00		MATERIALS & SERVICES Totals	0.00	4,375.00	4,375.00	4,375.00	4,375.00
3,776.26	3,707.21	4,170.00	4,170.00		EXPENDITURES TOTALS:	0.00	4,375.00	4,375.00	4,375.00	4,375.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
3,776.26	3,707.21	4,170.00	4,170.00		SECTION 2 EXPENSES	0.00	4,375.00	4,375.00	4,375.00	4,375.00
(3,776.26)	(3,707.21)	(4,170.00)	(4,170.00)		CITY/COUNTY LIBRARY Totals:	0.00	(4,375.00)	(4,375.00)	(4,375.00)	(4,375.00)

CITY OF CANYONVILLE
GENERAL FUND 01

PIONEER PARK DEPARTMENT (14)

CURRENT OPERATIONS:

The Parks Department covers the cost of routine maintenance and operations of the city park system. The city park system includes the RV dump station, the tennis courts, the Veterans Memorial, and Pioneer Park, which encompasses the stage with the elaborate PA system and speakers, concession stand with kitchen, pavilion with tables, covered bridge, Applegate Trail Kiosk (will be rebuild in the near future), bleachers, playground equipment, and restrooms. In addition, this division maintains other City-owned landscaping areas including the grounds around City Hall, sidewalk medians, public right-of-way, and landscaping around the parking lots. Capital improvements are funded through grants and donations.

BUDGET SMMARY FOR PARKS DEPARTMENT (14)

REVENUE: **\$23,500.00**

The Park's Department is included in the General Fund and funded by general fund revenue. This fiscal year \$23,500.00 of general fund money will be utilized for the operations and maintenance of the park. This does not include the personnel services which are also paid for by the general fund.

MATERIALS & SERVICES: **\$23,000.00**

The city provides water and electricity to all buildings, the hook ups for Pioneer Days booths, building and grounds maintenance and supplies. There has been an increase to the budget this fiscal year.

Everything is budgeted the same as last year except for the electricity increased by \$1,000.00 and insurance premium increased by \$400.00. Per 2023-2026 union contract there is a 5% employee raise that was approved by Council for the FY 2024-2025.

CAPITAL OUTLAY: **\$ 500.00**

Park Improvement Donation 01-14-66550: Any donations to the park would be expended out of this line item.

TOTAL EXPENSES: **\$23,500.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
2,629.28	3,786.86	5,000.00	5,000.00	14 02 62120	PIONEER PARK MATERIALS & SERVICES Electricity	0.00	6,000.00	6,000.00	6,000.00	6,000.00
0.00	0.00	200.00	200.00	63000	Boot Allowance	0.00	200.00	200.00	200.00	200.00
2,284.89	2,656.43	3,000.00	3,000.00	63400	Insurance Property/Liability	0.00	3,400.00	3,400.00	3,400.00	3,400.00
1,453.74	3,917.14	6,000.00	6,000.00	63550	Building and Grounds Maint	0.00	6,000.00	6,000.00	6,000.00	6,000.00
675.24	891.33	3,000.00	3,000.00	64150	Supplies	0.00	3,000.00	3,000.00	3,000.00	3,000.00
400.00	550.00	700.00	500.00	64161	Park Deposit Refund	0.00	700.00	700.00	700.00	700.00
1,217.30	1,756.60	2,000.00	2,000.00	64300	Vehicle - Fuel	0.00	2,000.00	2,000.00	2,000.00	2,000.00
489.25	454.40	1,200.00	1,200.00	64306	Equipment - Fuel	0.00	1,200.00	1,200.00	1,200.00	1,200.00
86.98	1,305.04	500.00	500.00	64308	Equipment - Maintenance	0.00	500.00	500.00	500.00	500.00
9,236.68	15,317.80	21,600.00	21,400.00		MATERIALS & SERVICES Totals	0.00	23,000.00	23,000.00	23,000.00	23,000.00
0.00	0.00	0.00	0.00	03 66510	CAPITAL OUTLAY Park Plaque Ped Donation	0.00	0.00	0.00	0.00	0.00
0.00	0.00	500.00	0.00	66550	Park Improvement Donation	0.00	500.00	500.00	500.00	500.00
0.00	0.00	0.00	0.00	66555	CCP DONATION	0.00	0.00	0.00	0.00	0.00
0.00	0.00	500.00	0.00		CAPITAL OUTLAY Totals:	0.00	500.00	500.00	500.00	500.00
9,236.68	15,317.80	22,100.00	21,400.00		EXPENDITURES TOTALS:	0.00	23,500.00	23,500.00	23,500.00	23,500.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
9,236.68	15,317.80	22,100.00	21,400.00		SECTION 2 EXPENSES	0.00	23,500.00	23,500.00	23,500.00	23,500.00
(9,236.68)	(15,317.80)	(22,100.00)	(21,400.00)		PIONEER PARK Totals:	0.00	(23,500.00)	(23,500.00)	(23,500.00)	(23,500.00)

CITY OF CANYONVILLE
GENERAL FUND

COMMUNITY PROJECTS DEPARTMENT (16)

CURRENT OPERATIONS:

This department was set up when the Portia Schiltz Fund was depleted during the time the stage was completed in Pioneer Park. It was set up to give donations for community projects as the previous fund had done.

BUDGET SUMMARY FOR COMMUNITY PROJECTS DEPARTMENT (16)

REVENUE: **\$1,200.00**

This department is also part of the General Fund and funded by general fund revenues. This fiscal year \$1,200 of general fund money has been allocated for this department.

MATERIALS & SERVICES: **\$1,200.00**

Reward/Vandalism/Park 01-16-64155: There is a sign in the park that states there is a reward up to \$500.00 for information that leads to an arrest and conviction of individuals vandalizing the park.

Donations – At the August 18, 2015, Council Meeting Council adopted Resolution No. 624 abolishing the prior donation policy and provided for the funding of donations on a case-by-case basis each year. The past few years the City has provided funding to the following organizations:

Special Olympics	\$ 50.00
MC Elks Scholarship	\$100.00
Canyonville Chamber (Flower Baskets)	\$190.00

TOTAL EXPENSES **\$1,200.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted	Adopted
0.00	0.00	500.00	0.00	16 02 64155	COMMUNITY PROJECTS FUND MATERIALS & SERVICES GIFT - Reward/Vandalism / Park	0.00	500.00	500.00	500.00	500.00	500.00	500.00
0.00	0.00	0.00	0.00	64160	GIFT - Bleacher Cover / Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00
180.00	4,000.00	700.00	500.00	64167	Donations	0.00	700.00	700.00	700.00	700.00	700.00	700.00
180.00	4,000.00	1,200.00	500.00		MATERIALS & SERVICES Totals	0.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
180.00	4,000.00	1,200.00	500.00		EXPENDITURES TOTALS:	0.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00	0.00	0.00
180.00	4,000.00	1,200.00	500.00		SECTION 2 EXPENSES	0.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00	1,200.00
(180.00)	(4,000.00)	(1,200.00)	(500.00)		COMMUNITY PROJECTS FUND	0.00	(1,200.00)	(1,200.00)	(1,200.00)	(1,200.00)	(1,200.00)	(1,200.00)

CITY OF CANYONVILLE
GENERAL FUND 01

PUBLIC OFFICIALS (17)

CURRENT OPERATIONS: **\$4,075.00**

This department was added in the fiscal year (2006-2007) to separate administration from elected official's expenses.

BUDGET SUMMARY PUBLIC OFFICIALS' DEPARTMENT (17)

PERSONNEL SERVICES: **\$ 75.00**

These line items cover the workers comp that the city elects to pay for volunteers, including elected officials.

MATERIALS AND SERVICES: **\$4,000.00**

This category includes line items for training, dues and memberships, meals, mileage, supplies and janitorial for the council chambers.

This year we have had members of the Council attend some conferences. The conferences usually offer scholarships that can be applied for to cover all or part of the hotel cost. There are some breakout sessions at the conferences that if members attend the city will be billed the cost.

For FY 2024-2025 the dues/membership, conferences/training, printing/postage, supplies, and meals/mileage will be increased by \$1,850.00.

TOTAL EXPENSES: **\$4,075.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
25.74	21.77	75.00	75.00	17 01 61551	PUBLIC OFFICIALS PERSONNEL SERVICES Workers Compensation	0.00	75.00	75.00	75.00	75.00
25.74	21.77	75.00	75.00		PERSONNEL SERVICES Totals:	0.00	75.00	75.00	75.00	75.00
0.00	0.00	100.00	150.00	02 62500	MATERIALS & SERVICES Dues & Memberships	0.00	200.00	200.00	200.00	200.00
0.00	0.00	200.00	200.00	62501	Conferences & Training	0.00	1,000.00	1,000.00	1,000.00	1,000.00
1,500.00	1,500.00	1,500.00	1,500.00	63554	Janitorial / Council Room	0.00	1,500.00	1,500.00	1,500.00	1,500.00
0.00	0.00	75.00	75.00	64100	Printing and Postage	0.00	100.00	100.00	100.00	100.00
0.00	0.00	75.00	106.00	64150	Supplies	0.00	200.00	200.00	200.00	200.00
0.00	0.00	200.00	200.00	64155	Meals & Mileage	0.00	1,000.00	1,000.00	1,000.00	1,000.00
1,500.00	1,500.00	2,150.00	2,231.00		MATERIALS & SERVICES Totals	0.00	4,000.00	4,000.00	4,000.00	4,000.00
1,525.74	1,521.77	2,225.00	2,306.00		EXPENDITURES TOTALS:	0.00	4,075.00	4,075.00	4,075.00	4,075.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
1,525.74	1,521.77	2,225.00	2,306.00		SECTION 2 EXPENSES	0.00	4,075.00	4,075.00	4,075.00	4,075.00
(1,525.74)	(1,521.77)	(2,225.00)	(2,306.00)		PUBLIC OFFICIALS Totals:	0.00	(4,075.00)	(4,075.00)	(4,075.00)	(4,075.00)

CITY OF CANYONVILLE
GENERAL FUND 01

SOUTH COUNTY COMMUNITY CENTER (20)

SOUTH COUNTY COMMUNITY CENTER FUND - This fund accounts for the operation and maintenance of the building located on Sabbath Way that was purchased for a Community Center. The building is now leased to Umpqua Athletics and Family Development. In the lease agreement dated: July 30, 2023, the tenants are responsible for the maintenance of the building interior. The City is responsible for the maintenance of the grounds and any major repairs of the building exterior.

Council Adopted Resolution No. 625 establishing a reserve fund for the Community Center Fund #24 and including the operational costs such as insurance and building and grounds maintenance in the General fund.

REVENUES: **\$4,300.00**

The revenues come from the General Fund.

MATERIALS & SERVICES: **\$4,300.00**

Insurance Property/Liability 01-20-63400: This line item is being budgeted for \$3,200.00 this year.

Building and Grounds 01-20-63550: This line item is being budgeted \$1,100.00 this year.

TOTAL EXPENSES: **\$4,300.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
				20	So. County Comm. Ctr.					
				02	MATERIALS & SERVICES					
0.00	2,471.10	2,700.00	2,700.00	63400	Insurance Property/Liability	0.00	3,200.00	3,200.00	3,200.00	3,200.00
79.79	150.91	1,100.00	1,100.00	63550	Building/Grounds Maintenance	0.00	1,100.00	1,100.00	1,100.00	1,100.00
79.79	2,622.01	3,800.00	3,800.00		MATERIALS & SERVICES Totals	0.00	4,300.00	4,300.00	4,300.00	4,300.00
79.79	2,622.01	3,800.00	3,800.00		EXPENDITURES TOTALS:	0.00	4,300.00	4,300.00	4,300.00	4,300.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
79.79	2,622.01	3,800.00	3,800.00		SECTION 2 EXPENSES	0.00	4,300.00	4,300.00	4,300.00	4,300.00
(79.79)	(2,622.01)	(3,800.00)	(3,800.00)		So. County Comm. Ctr. Totals:	0.00	(4,300.00)	(4,300.00)	(4,300.00)	(4,300.00)

CITY OF CANYONVILLE
GENERAL FUND 01

MUNICIPAL COURT DEPARTMENT (40)

CURRENT OPERATIONS:

The Municipal Court has the responsibility of holding arraignments and trials for violations of traffic codes, municipal laws, and ordinances. The municipal judge is retained through an intergovernmental agreement between the City of Canyonville and the Douglas County Commissioners (DD-85). Revenues are received in the General Fund Municipal Court Fines line-item number 01-00-44500. The court breaks down the payments received into shares to the city, county, and state by the following:

- a) City fines, court costs, and clerk costs.
- b) County fines, court costs, jail assessments, clerk costs, and small claims.
- c) State fines, unitary assessments, LEMLA, and court security.
- d) Oregon Judicial Department - state court facilities security assessment as outlined in ORS 137.309.

BUDGET SUMMARY FOR MUNICIPAL COURT DEPARTMENT (40)

REVENUES: **\$10,000.00**

A new Intergovernmental Agreement with Douglas County Municipal Court was entered into by the City. The revenues continue to be split 50/50 with the only difference being the court costs will not go to the City.

MATERIALS & SERVICES: **\$10,000.00**

The County, State and Judicial Dept fines are paid out of this department. The City retains 43% of the fines collected. The revenue for 2023-2024 budget has increased from previous years so the 2024-2025 budget has been increased to \$10,000.00.

TOTAL EXPENSES: **\$10,000.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
7,690.20	5,414.50	5,000.00	6,700.00	40 02 62461	MUNICIPAL COURT MATERIALS & SERVICES County Portion MC Fines	0.00	8,000.00	8,000.00	8,000.00	8,000.00
1,757.80	1,616.00	2,000.00	2,200.00	62462	State Portion MC Fines	0.00	2,000.00	2,000.00	2,000.00	2,000.00
9,448.00	7,030.50	7,000.00	8,900.00		MATERIALS & SERVICES Totals	0.00	10,000.00	10,000.00	10,000.00	10,000.00
9,448.00	7,030.50	7,000.00	8,900.00		EXPENDITURES TOTALS:	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
9,448.00	7,030.50	7,000.00	8,900.00		SECTION 2 EXPENSES	0.00	10,000.00	10,000.00	10,000.00	10,000.00
(9,448.00)	(7,030.50)	(7,000.00)	(8,900.00)		MUNICIPAL COURT Totals:	0.00	(10,000.00)	(10,000.00)	(10,000.00)	(10,000.00)

CITY OF CANYONVILLE
GENERAL FUND 01

PLANNING & COMMUNITY DEVELOPMENT (50)

CURRENT OPERATIONS:

Planning services include administration, processing land use applications, timelines and cost analysis, public notices, contracted services for the engineer, planner and associated printing and postage. A deposit is required from the developer to cover all the costs the city incurs while processing the land use action. The developer receives a refund after project completion if the deposit is greater than the project cost from the city, planner and/or engineer and is billed if the deposit is not enough to cover these costs.

BUDGET SUMMARY FOR PLANNING DEPARTMENT (50)

REVENUES: **\$12,500.00**

The revenue for this department is accounted for within the general fund revenues. The main source of income is administrative fees that the city charges for staff time to process the land use applications. Most planning activities will be contracted with Lane Council of Governments or an engineer. The developer is responsible for any contracting costs incurred by the City. The city accounts for the receipt of these fees in separate line items: Engineering Review Fees 01-00-49654 and Planning Review Fees 01-00-49652.

MATERIAL AND SERVICES: **\$12,500.00**

This department has been budgeted at the same level as last year. However, this year the planning services have been contracted out. The cost for the service has been budgeted in General fund (01-60) aux. support under consultants.

Legal Services 01-50-62410: At this time there are no known legal matters pending. However, it is difficult to anticipate if a legal issue will arise so \$2,000 has been budgeted just in case.

Printing & Postage 01-50-64100: Certain land use actions will require individual notice from property owners and publication in the newspaper.

Engineering Review Services 01-50-64862: As noted in the revenue section the developer is responsible for any engineering fees. This is the line item used to account for payment of those fees to the contracted engineer. This is a pass-through account and money will not be spent from it unless it has been collected from a developer.

Planning Review Services 01-50-64864: All land use applications will be contracted out to a contracted planner. These expenses would be borne by the developer and payment of the expenses will be accounted for in this line item.

TOTAL EXPENSES: **\$12,500.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0.00	3,011.00	2,000.00	0.00	50 02 62410	PLANNING & COMM DEVELOP MATERIALS & SERVICES Legal Services	0.00	2,000.00	2,000.00	2,000.00	2,000.00
126.15	1,099.44	1,000.00	500.00	64100	Printing & Postage	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0.00	0.00	1,000.00	0.00	64281	Engineering	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0.00	0.00	500.00	0.00	64650	Planning Commission	0.00	500.00	500.00	500.00	500.00
0.00	2,306.80	3,000.00	1,900.00	64862	**Engineering/Consultant	0.00	3,000.00	3,000.00	3,000.00	3,000.00
0.00	0.00	5,000.00	0.00	64864	**Planning/Consultant	0.00	5,000.00	5,000.00	5,000.00	5,000.00
126.15	2,717.24	12,500.00	2,400.00		MATERIALS & SERVICES Totals	0.00	12,500.00	12,500.00	12,500.00	12,500.00
126.15	2,717.24	12,500.00	2,400.00		EXPENDITURES TOTALS:	0.00	12,500.00	12,500.00	12,500.00	12,500.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
126.15	2,717.24	12,500.00	2,400.00		SECTION 2 EXPENSES	0.00	12,500.00	12,500.00	12,500.00	12,500.00
(126.15)	(2,717.24)	(12,500.00)	(2,400.00)		PLANNING & COMM DEVELOP	0.00	(12,500.00)	(12,500.00)	(12,500.00)	(12,500.00)

CITY OF CANYONVILLE
GENERAL FUND 01

AUX. SUPPORT SERVICES (60)

CURRENT OPERATIONS:

This department keeps track of expenses paid to support services.

MATERIALS & SERVICES:

- Gas heat, electricity, and telephone for city hall.
- Streetlights were added to the general fund in 2009-2010 and taken from the Street fund.
- Legal Services and Audit Services.
- Building/grounds maintenance and janitorial of city hall and public restrooms.
- Bank charges.
- Codification of the Ordinances in the code book and publishing the budget.

BUDGET SUMMARY FOR AUXILIARY SUPPORT DEPARTMENT (60)

REVENUE:

\$295,015.00

The revenue for this department comes from the general fund revenues.

MATERIAL AND SERVICES:

A few of the expenses covered by this fund have been increased for the fiscal year 2024-2025. A line item for tracking the ARPA stimulus funds from the Federal Government was added in fiscal year 2022-2023.

ARPA Expense 01-60-63605. The City received two payments of \$218,227.91 through the ARPA stimulus package from the Federal Government through the State this year. We have already spent \$301,995.91 out of this line for the last three years. These funds have specific criteria as to how they can be spent. We have found that a new SCADA system for the city water plant, discounts on the water/sewer account for Forest Glen Senior Residence, the replacement of the water service line that supplies water to Forest Glen Senior Residence, O'Shea water line repair, and the water plant valves/actuator replacement (which are budgeted to be replaced this budget year) all are qualifying uses of the ARPA stimulus package. This expenditure line is being budgeted for \$134,460.00 and these funds have to be expended by December 2024.

Gas Heat 01-10-62110: This line item in FY 2023-2024 was increased to cover the rising fuel costs. The fuel cost did not rise as much as estimated so there has been a decrease of \$1,000.00 this budget year.

Telephone 01-60-62200: This line item will stay the same as last year.

Legal 01-60-62410: Has stayed the same as last year.

OGEC Assessment 01-60-62425: Has increased by \$500.00 this fiscal year.

Insurance Property/Liability 01-60-63400: Has increased by \$1,355 since last fiscal year.

Consulting 01-60-63620: The City will no longer have a planner on site. The planning work will be contract out to Lane Council of Government LCOG. They did the City planning for Canyonville up until 2009 when the City hired an administrator that had planning experience. Some of this money will be recovered through land use applications but the majority of the planning costs will not be recovered. Planning is a service and there are many questions and issues that are researched, addressed, and answered that do not generate income. Also any changes that the City makes to it's zoning ordinance is at the City's cost.

Miscellaneous Expense 01-60-64900: Since we changed to the credit card system through Springbrook, we have fees that are paid out of this line item. The credit card fees that the customer pays go into the revenue miscellaneous account. The miscellaneous expense line has increased by \$2,500.00.

TOTAL EXPENSES **\$295,015.00**

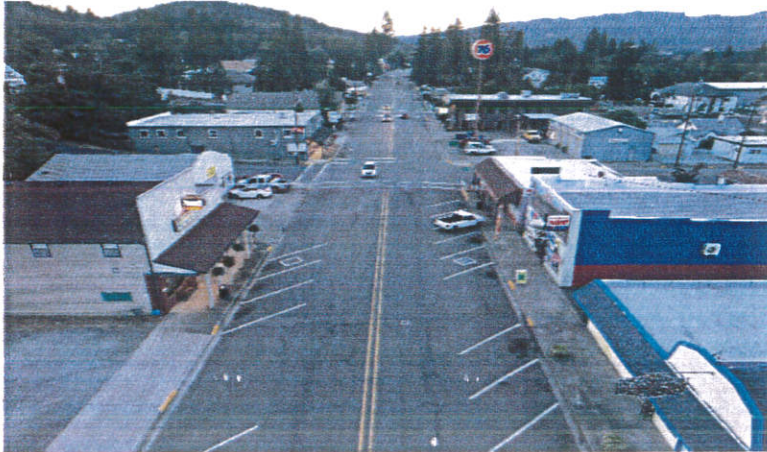
2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025	
Actual	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,286.80	2,434.56	3,500.00	2,000.00	60	AUX/SUPPORT SERVICES		0.00	2,500.00	2,500.00	2,500.00	2,500.00
4,618.87	4,970.27	7,200.00	6,000.00	02	MATERIALS & SERVICES		0.00	7,200.00	7,200.00	7,200.00	7,200.00
21,007.29	23,539.93	29,000.00	25,000.00	62110	Gas Heat		0.00	29,000.00	29,000.00	29,000.00	29,000.00
6,837.15	8,378.67	8,500.00	8,500.00	62120	Electricity		0.00	8,500.00	8,500.00	8,500.00	8,500.00
6,043.00	26,072.41	20,000.00	20,000.00	62122	Street Lights/Power		0.00	20,000.00	20,000.00	20,000.00	20,000.00
0.00	1,136.59	2,000.00	2,000.00	62200	Telephone		0.00	2,000.00	2,000.00	2,000.00	2,000.00
658.59	638.59	800.00	946.00	62410	Legal Services		0.00	1,300.00	1,300.00	1,300.00	1,300.00
21,500.00	8,860.00	22,500.00	38,160.00	62420	Ord. Codif. Service		0.00	22,500.00	22,500.00	22,500.00	22,500.00
694.83	876.41	1,200.00	1,200.00	62425	OGEC Assessment		0.00	1,200.00	1,200.00	1,200.00	1,200.00
5,929.71	6,576.46	8,000.00	7,000.00	62430	Audit Services		0.00	9,355.00	9,355.00	9,355.00	9,355.00
1,721.71	2,875.94	3,000.00	4,000.00	62450	Publish Budget		0.00	4,000.00	4,000.00	4,000.00	4,000.00
1,500.00	1,500.00	1,500.00	1,500.00	63400	Insurance Property/Liability		0.00	1,500.00	1,500.00	1,500.00	1,500.00
1,500.00	1,500.00	1,500.00	1,500.00	63550	Building/Grounds Maint.		0.00	1,500.00	1,500.00	1,500.00	1,500.00
61,670.95	111,536.27	205,749.00	167,749.00	63552	Janitorial / Administration		0.00	134,460.00	134,460.00	134,460.00	134,460.00
0.00	0.00	0.00	0.00	63556	Janitorial / Public Restrooms		0.00	40,000.00	40,000.00	40,000.00	40,000.00
1,869.69	3,072.26	3,500.00	3,000.00	63605	ARPA Expense		0.00	3,500.00	3,500.00	3,500.00	3,500.00
2,183.63	2,401.36	3,000.00	3,000.00	63620	Consulting		0.00	3,000.00	3,000.00	3,000.00	3,000.00
1,585.71	1,330.64	500.00	3,000.00	64150	Supplies		0.00	3,000.00	3,000.00	3,000.00	3,000.00
140,607.93	207,870.36	321,449.00	294,555.00	64156	Bank Charges		0.00	295,015.00	295,015.00	295,015.00	295,015.00
140,607.93	207,870.36	321,449.00	294,555.00	64900	Miscellaneous Expense		0.00	3,500.00	3,500.00	3,500.00	3,500.00
0.00	0.00	0.00	0.00				0.00	3,000.00	3,000.00	3,000.00	3,000.00
140,607.93	207,870.36	321,449.00	294,555.00		MATERIALS & SERVICES Totals		0.00	295,015.00	295,015.00	295,015.00	295,015.00
0.00	0.00	0.00	0.00		EXPENDITURES TOTALS:		0.00	295,015.00	295,015.00	295,015.00	295,015.00
140,607.93	207,870.36	321,449.00	294,555.00		SECTION 2 REVENUES		0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00		SECTION 2 EXPENSES		0.00	295,015.00	295,015.00	295,015.00	295,015.00
140,607.93	207,870.36	321,449.00	294,555.00		AUX/SUPPORT SERVICES Totals		0.00	(295,015.00)	(295,015.00)	(295,015.00)	(295,015.00)

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,307,485.68	1,541,014.57	1,046,755.00	1,609,851.00		SECTION 1 REVENUES	0.00	1,107,090.00	1,107,090.00	1,107,090.00	1,107,090.00
607,406.92	728,457.32	1,046,755.00	833,530.00		SECTION 1 EXPENSES	2.35	1,107,090.00	1,107,090.00	1,107,090.00	1,107,090.00
700,078.76	812,557.25	0.00	776,321.00		GENERAL FUND Totals:	(2.35)	0.00	0.00	0.00	0.00

CITY OF CANYONVILLE

STREET FUND 02

MAJOR GOVERNMENTAL FUND



STATE TAX STREET FUND ADMINISTRATION (.75 FTE)

Dawn Bennett – City Administrator/Recorder (.05 FTE)
Jeremy Mayfield – Utility Worker (.35 FTE)
Juston Lanham – Utility Worker (.25 FTE)
Suzie Rogers – Finance Deputy Recorder (.05 FTE)
Valerie O’Sullivan – Administrative Assistant (.05 FTE)

STATE TAX STREET FUND - Public works employees are responsible for street and sidewalk inspection, inspection of new subdivisions, storm drainage maintenance, water and street improvement projects, organization of work requests from the public and implementation of the pavement management system. The division also maintains miles of improved and unimproved streets within the city which includes street sweeping, stripping, upkeep of all street and traffic signs and ongoing grading and rocking of unimproved streets. In addition, the division provides a leaf pick up program each fall throughout the city.

Principal sources of revenue are Oregon Motor Vehicle Revenue and ODOT Small Cities Grant. Primary expenditures are street repair, maintenance, signs, engineering, and fuel for vehicles and equipment. Street lighting was also paid for from this fund until fiscal 2009-2010 when it was eliminated and added to the general fund expenditures.

CITY OF CANYONVILLE
STREET FUND 02

STREET MAINTENANCE DIVISION (10)

CURRENT OPERATIONS:

Public Works employees when working in the street maintenance division are responsible for street and sidewalk inspection, inspection of new subdivisions, coordination of storm drainage and street improvement projects, organization of work requests from the public and implementation of the pavement management system. The division also maintains miles of improved and unimproved streets within the city. This includes street sweeping, street striping, upkeep of all street and traffic signs and ongoing grading and rocking of unimproved streets. In addition, the division provides a leaf pickup program each fall throughout the city and provides storm drainage maintenance.

REVENUE:

The revenue for this department comes primarily from Oregon Motor Vehicle Revenue. The state shares the revenue generated by the gas tax with cities in Oregon. The amount of revenue received is based on the city's population of 1662.

PERSONNEL:

There are no full-time personnel dedicated to the streets. Personnel provided for the Street Department consists of .25 FTE and .35 FTE for utility workers, City Administrator .05 FTE, Finance Deputy Recorder .05 FTE, and Administrative Assistant .05 FTE. The total FTE for the street is .75 FTE. This year the FTE for one utility worker was changed from .15 to .35, which will increase the wage and benefits paid by the city in this fund.

BUDGET SUMMARY FOR STREET FUND (02)

TOTAL REVENUE: \$304,100.00

Beginning fund balance 02-00-41000: The beginning fund balance has stayed the same as last year.

Oregon Motor Vehicle Revenue 02-00-44950: The actual revenue the City received from Motor Vehicles in the past years has been more than what was budgeted. And even though the certified population has decreased from 1662 from 1985 we are increasing this revenue by \$3,000.00.

PERSONNEL SERVICES: \$ 76,475.00

Personnel Services has increased in the Street Fund by approximately \$21,125 which is due to the change in the FTEs of one of the Utility Workers. Half of the wages were budgeted in the Sewer Fund for Utility Worker #61029 and .15 FTEs in the Street Fund. More of the Utility Workers' time is spent in the Streets. The Utility Workers #61029 FTE for Street has changed to .35. The employees 2023-2026 union contract provides for a 5% raise for this budget that has been approved by Council.

MATERIALS & SERVICES: \$73,925.00

The total for materials and services this fiscal year has increased by \$8,400.00 from last year. There have been some minor changes to some of the line items. The major change in this fund is an increase in the Street Improvement line that includes expenses for dead tree removal and annual spot paving on streets in the city.

CAPITAL OUTLAY: \$1,000.00

New Equipment 02-10-66010: \$1,000.00 has been budgeted to the new equipment line item for the purchase of small equipment.

TRANSFERS: \$65,293.00

Transfer to Equipment Replacement 02-10-69060: No revenue will be transferred this year.

Transfer to Bikeway/Footpath 1% 02-10-69070: 1% of the state tax gas revenue is transferred into bike/footpath fund each year. This year we used the FY 2022-2023 motor vehicle actual revenue received of \$129,300.00 to transfer \$1,293.00 to the bike/footpath fund.

Transfer to Capital Improvement Fund 02-10-69111: This year \$64,000.00 is being transferred from Street Fund to the Street Capital Reserve Fund.

CONTINGENCY: \$87,407.00

Operating contingency 02-10-65010: This line item only gets spent in the case of an emergency otherwise it carries over to the next year's beginning fund balance.

TOTAL EXPENSES \$304,100.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025		
Actual	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
					02	STATE TAX STREET FUND					
					R1	REVENUES					
350,483.60	293,848.65	200,000.00	200,000.00	280,000.00	41000	Beginning Fund Balance	0.00	200,000.00	200,000.00	200,000.00	200,000.00
0.00	0.00	0.00	0.00	0.00	44780	Douglas Co. Aid To Cities	0.00	0.00	0.00	0.00	0.00
144,820.68	129,257.49	92,000.00	92,000.00	110,000.00	44950	Oregon Motor Veh. Rev.	0.00	95,000.00	95,000.00	95,000.00	95,000.00
400.00	2,200.00	1,000.00	1,000.00	1,000.00	44962	**ODOT Mowing	0.00	1,000.00	1,000.00	1,000.00	1,000.00
2,012.31	10,144.06	5,000.00	5,000.00	10,000.00	45000	Interest Earned	0.00	8,000.00	8,000.00	8,000.00	8,000.00
3,561.84	0.00	100.00	100.00	150.00	49400	Miscellaneous Receipts	0.00	100.00	100.00	100.00	100.00
501,278.43	+35,440.20	298,100.00	298,100.00	401,150.00		REVENUES Totals:	0.00	304,100.00	304,100.00	304,100.00	304,100.00
501,278.43	+35,440.20	298,100.00	298,100.00	401,150.00		REVENUES TOTALS:	0.00	304,100.00	304,100.00	304,100.00	304,100.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0.00	2,708.36	3,500.00	3,100.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator	0.05	3,500.00	3,500.00	3,500.00	3,500.00
0.00	0.00	0.00	0.00	61012	Administrative Assistant	0.05	2,500.00	2,500.00	2,500.00	2,500.00
0.00	0.00	0.00	0.00	61014	Superintendent	0.00	0.00	0.00	0.00	0.00
8,260.32	5,407.73	11,000.00	10,100.00	61027	Utility Worker-New	0.25	11,800.00	11,800.00	11,800.00	11,800.00
6,374.14	6,998.47	8,500.00	7,900.00	61029	Utility Worker	0.35	19,000.00	19,000.00	19,000.00	19,000.00
2,509.23	2,074.49	3,700.00	2,800.00	61030	Finance Deputy Recorder	0.05	3,000.00	3,000.00	3,000.00	3,000.00
0.00	0.00	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
1,715.44	1,511.08	3,000.00	2,000.00	61035	Utility Billing Clerk	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61040	Seasonal/Temporary	0.00	0.00	0.00	0.00	0.00
18.32	0.00	0.00	0.00	61150	Overtime	0.00	0.00	0.00	0.00	0.00
4,225.46	3,005.29	6,500.00	4,500.00	61300	PERS Retirement	0.00	9,800.00	9,800.00	9,800.00	9,800.00
1,444.11	1,133.43	2,350.00	2,000.00	61400	Social Security (FICA)	0.00	3,600.00	3,600.00	3,600.00	3,600.00
549.28	410.83	750.00	700.00	61450	State Unemployment (SUTA)	0.00	1,200.00	1,200.00	1,200.00	1,200.00
9,705.12	7,477.34	14,000.00	10,350.00	61500	Medical Insurance	0.00	20,000.00	20,000.00	20,000.00	20,000.00
11.04	8.01	50.00	25.00	61550	Workers Benefit Fund Assessmen	0.00	75.00	75.00	75.00	75.00
1,372.99	1,188.68	2,000.00	1,500.00	61551	Workers Compensation	0.00	2,000.00	2,000.00	2,000.00	2,000.00
36,185.45	31,903.71	55,350.00	44,975.00		PERSONNEL SERVICES Totals:	0.75	76,475.00	76,475.00	76,475.00	76,475.00
372.95	432.23	500.00	500.00	02 62125	MATERIALS & SERVICES Safety Equipment & Supplies	0.00	500.00	500.00	500.00	500.00
727.48	604.42	750.00	900.00	62201	Cellular Phones	0.00	750.00	750.00	750.00	750.00
0.00	0.00	50.00	0.00	62500	Dues & Memberships	0.00	50.00	50.00	50.00	50.00
0.00	0.00	300.00	0.00	62501	Meals & Mileage	0.00	300.00	300.00	300.00	300.00
0.00	100.00	300.00	0.00	62502	Conferences & Training	0.00	300.00	300.00	300.00	300.00
394.97	303.73	200.00	328.00	63000	Boot Allowance	0.00	200.00	200.00	200.00	200.00
481.21	315.82	600.00	600.00	63200	Hand Tools - Small	0.00	600.00	600.00	600.00	600.00
1,982.07	2,779.98	3,100.00	2,962.00	63400	Insurance Property/Liability	0.00	3,500.00	3,500.00	3,500.00	3,500.00
1,363.41	1,737.44	4,000.00	3,000.00	63551	Materials and Supplies	0.00	4,000.00	4,000.00	4,000.00	4,000.00
130.30	1,588.68	6,500.00	3,000.00	63555	Paint & Signs	0.00	6,500.00	6,500.00	6,500.00	6,500.00
12,527.95	2,210.17	15,000.00	15,000.00	63557	Street Improvement	0.00	24,000.00	24,000.00	24,000.00	24,000.00
0.00	0.00	25.00	0.00	63610	Permits and Fees	0.00	25.00	25.00	25.00	25.00
0.00	0.00	100.00	0.00	64170	Drug Screen	0.00	100.00	100.00	100.00	100.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,264.24	0.00	10,000.00	0.00	64281	Engineer Service	0.00	10,000.00	10,000.00	10,000.00	10,000.00
1,999.61	2,921.80	6,000.00	4,500.00	64300	Vehicle Expense - Fuel	0.00	5,000.00	5,000.00	5,000.00	5,000.00
891.23	2,985.69	2,500.00	500.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00
1,247.01	1,178.69	2,500.00	2,500.00	64306	Equipment - Fuel	0.00	2,500.00	2,500.00	2,500.00	2,500.00
619.42	679.14	2,000.00	3,000.00	64308	Equipment - Maintenance	0.00	2,000.00	2,000.00	2,000.00	2,000.00
0.00	0.00	1,000.00	0.00	64310	Equipment - Rental	0.00	1,000.00	1,000.00	1,000.00	1,000.00
0.00	0.00	10,000.00	0.00	64330	Storm Drain Maintenance	0.00	10,000.00	10,000.00	10,000.00	10,000.00
134.50	0.00	100.00	0.00	64900	Miscellaneous Expense	0.00	100.00	100.00	100.00	100.00
24,136.35	17,947.79	65,525.00	36,790.00		MATERIALS & SERVICES Totals	0.00	73,925.00	73,925.00	73,925.00	73,925.00
729.98	0.00	1,000.00	0.00	03	CAPITAL OUTLAY					
				66010	New Equipment	0.00	1,000.00	1,000.00	1,000.00	1,000.00
729.98	0.00	1,000.00	0.00		CAPITAL OUTLAY Totals:	0.00	1,000.00	1,000.00	1,000.00	1,000.00
35,000.00	0.00	0.00	0.00	05	TRANSFERS					
1,378.00	1,475.00	1,448.00	1,448.00	69060	Transfer to Equipment Replacem	0.00	0.00	0.00	0.00	0.00
110,000.00	78,970.00	79,777.00	79,777.00	69070	Transfer/Bikeway1% 02-00-44950	0.00	1,293.00	1,293.00	1,293.00	1,293.00
				69111	Transfer to Street Capital Res	0.00	64,000.00	64,000.00	64,000.00	64,000.00
146,378.00	80,375.00	81,225.00	81,225.00		TRANSFERS Totals:	0.00	65,293.00	65,293.00	65,293.00	65,293.00
0.00	0.00	95,000.00	0.00	06	CONTINGENCY					
				65010	Operating Contingencies	0.00	87,407.00	87,407.00	87,407.00	87,407.00
0.00	0.00	95,000.00	0.00		CONTINGENCY Totals:	0.00	87,407.00	87,407.00	87,407.00	87,407.00
207,429.78	130,276.50	298,100.00	162,990.00		EXPENDITURES TOTALS:	0.75	304,100.00	304,100.00	304,100.00	304,100.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
207,429.78	130,276.50	298,100.00	162,990.00		SECTION 2 EXPENSES	0.75	304,100.00	304,100.00	304,100.00	304,100.00
(207,429.78)	(130,276.50)	(298,100.00)	(162,990.00)		ADMINISTRATION Totals:	(0.75)	(304,100.00)	(304,100.00)	(304,100.00)	(304,100.00)

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
501,278.43	435,490.20	298,100.00	401,150.00		SECTION 1 REVENUES	0.00	304,100.00	304,100.00	304,100.00	304,100.00
207,429.78	130,276.50	298,100.00	162,990.00		SECTION 1 EXPENSES	0.75	304,100.00	304,100.00	304,100.00	304,100.00
293,848.65	305,213.70	0.00	238,160.00		STATE TAX STREET FUND Total	(0.75)	0.00	0.00	0.00	0.00

CITY OF CANYONVILLE

WATER FUND 06

PROPRIETARY FUND



WATER FUND ADMINISTRATION (2.50 FTE)

Dawn Bennett – City Administrator/Recorder (.15 FTE)
Rob Siegrist – Public Works Lead (.25 FTE)
Chris Panner – Operator (.75 FTE)
Jeremy Mayfield – Utility Worker (.30 FTE)
Juston Lanham – Utility Worker (.20 FTE)
Keith Riddle – Operator (.25 FTE)
Suzie Rogers – Finance Deputy Recorder (.30 FTE)
Valerie O’Sullivan – Administrative Assistant (.30 FTE)

Public Works is responsible for three separate divisions they included:

PRODUCTION

This division is responsible for the operation and maintenance of the Water Treatment Plant.

ADMINISTRATION

This division is responsible for the administrative function of the Water Utility including water line design, inspection services, line locating, backflow prevention, and customer service. Overhead items such as insurance, planning, contractual services with other departments are included in this portion of the budget.

DISTRIBUTION

The distribution system consists of transmission mains between the treatment plant and the reservoirs, transmission mains to various parts of town, storage facilities and miles of distribution lines. This division is responsible for maintenance of the system as well as installation of new services and meters. They are also responsible for the maintenance of the storm drainage system.

PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

WATER FUND - This fund accounts for the operation of the city’s domestic drinking water utility. The operations, debt and capital outlay are totally supported by charges for services. The Water Treatment Plant is in the city limits on Elliott Street and was constructed in 1979. The plant’s design capacity is .864 Mgd. Current daily capacity averages .45 Mgd. with peak production demand at .5 Mgd. Primary expenditures are water system maintenance, new services and meters, chemicals, engineering, fire control for the O’Shea Creek Watershed, and personal services.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR WATER FUND 06**

REVENUE: \$730,800.00

Beginning fund balance 06-00-4100: Has increased by \$6,000.00 this budget year.

Interest Earned 06-00-45000: The interest is earned from the money we transfer to our savings account. The interest rate has increased and so this line has been increased by \$5,000.00.

Water Collections 06-00-46300: Council approved an increase in the water of \$10.00 per Equivalent Dwelling Unit (EDU). A ¾" meter is 1 EDU. As the size of the meter increases so do the EDU's. The revenue is being increased by a total of \$99,900.00 which includes the revenue of \$81,540 from the rate increase.

Water Hook-ups 06-00-46310: There are two homes that are anticipated to be constructed next fiscal year.

Late Fees 06-00-46315: This year we are budgeting \$10,000.00 in late fees and will transfer \$5,000.00 to the Capital Reserve water and sewer funds.

PERSONNEL SERVICES: \$236,250.00

Personnel Services has increased by \$20,800.00 from last year's budget. The reason for the increase is due to the 2023-2026 union contract that was approved by Council providing a 5% raise for the employees and the addition of .15 FTE for the new administrative assistant position.

MATERIALS AND SERVICES: \$236,690.00

Primary expenditures are administrative charges to the general fund, water franchise fee, electricity, telephone, legal, dues and memberships, conference and training, water system maintenance and engineering. Materials and services have increased a total of \$18,490.00 this year.

Telephone 06-10-62200: Has increased \$200.00 from last fiscal year.

Dues and Membership 06-10-62500: This line item has remained the same as last fiscal year. The following dues are authorized for this fiscal year:

- Umpqua Basin Operators Section
- Oregon Association of Water Utilities
- American Water Works
- Department of Human Services
- Bio Med
- Douglas County Utility Coordination

Insurance Property/Liability 06-10-63400: This line item has increased by \$900.00 from last fiscal year due to rate increases.

Plants/Grounds Maint. 06-10-63600: The City Water Plant is showing its age, and more repairs may have to be made to the plant. This line was increased by \$5,000.00.

Permits & Fees 06-10-63610: We are having more fees from the company that maintains the SCADA system. We have increased this line by \$1,500.00.

Printing & Postage 06-10-64100: Postage rates keep going up and there is a lease on the folding machine, so this line has increased by \$500.00.

Fire Control 06-10-64450: This line has increased by \$500.00. This is for fire protection for land protected by the Oregon Department of Forestry under ORS 477.210. The City land under this protection is a strip on Mont Street, Reynolds water tower property, O'Shea Creek, and Win Walker Reservoir.

Consulting Services 06-10-64800: This line item is for the contract with Brian Kelly to be the Direct Responsible Charge for the water. The amount budgeted is the same as last budget year.

Engineering Services 06-10-64862: Is being increased by \$10,000.00 due to the need to replace several valves and actuators at the Water Plant.

CAPITAL OUTLAY: \$21,662.00

Small Equipment Replacement 06-10-66010: Money has been put in this line item to simplify the tracking of small equipment that is replaced at the plant.

Water line Replacement 06-10-66014: This is for the replacement of small water lines. Large projects would come from the Capital Improvement fund.

Dam Payment/Per Customer 06-10-68501: As part of the Intergovernmental Agreement for the dam the city pays the county an annual payment based on \$1.00 per citizen. The City's population has decreased to 1662 this year.

TRANSFERS: \$182,910.00

Transfer to Equipment Replacement 06-10-69060: This budget year \$10,000.00 is being transferred to Equipment Replacement fund for future equipment purchases.

Transfer to Capital Reserve 06-10-69063: This budget year \$160,400.00 is being transferred to the capital reserve fund. The amount being transferred has increased by \$81,540.00 due to the increase in the water rate.

Transfer Late Fees to Capital Reserve 06-10-69063: Council adopted Resolution No. 615 which directs the late charges to be transferred 50/50 to the Water and Sewer Capital Reserve accounts. We are transferring \$12,510.00 to the Capital Reserve accounts for the 2024-2025 budget.

CONTINGENCY: **\$51,288.00**

Operating Contingency has decreased by \$12,440.00 from last fiscal year.

DEBT SERVICE: **\$ 2,000.00**

Debt Service Claim 06-10-64907: This line item is budgeted the same as last year. It was established two years ago, for repayment to affected users in the non-property tax paying classification and continues to be budgeted for any future repayment of services as needed.

TOTAL EXPENSES: **\$730,800.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
400,821.00	362,398.99	214,000.00	395,000.00	06 R1 41000	WATER FUND REVENUES Beginning Fund Balance	0.00	220,000.00	220,000.00	220,000.00	220,000.00
0.00	0.00	0.00	0.00	44790	Bulk Water Sales	0.00	0.00	0.00	0.00	0.00
1,337.47	7,337.61	3,000.00	11,000.00	45000	Interest Earned	0.00	8,000.00	8,000.00	8,000.00	8,000.00
404,667.57	410,342.31	390,000.00	410,000.00	46300	Water Collections	0.00	489,900.00	489,900.00	489,900.00	489,900.00
2,400.00	1,398.60	2,500.00	0.00	46310	Water Hook-Ups	0.00	2,500.00	2,500.00	2,500.00	2,500.00
50.00	50.00	200.00	0.00	46312	Reconnect Fee	0.00	200.00	200.00	200.00	200.00
8,962.37	12,510.22	10,000.00	10,000.00	46315	**Late Fees	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0.00	0.00	100.00	0.00	46500	Bad Debt Recovery	0.00	100.00	100.00	100.00	100.00
0.00	240.00	100.00	1,582.00	49400	Miscellaneous	0.00	100.00	100.00	100.00	100.00
818,238.41	794,257.73	619,900.00	827,582.00		REVENUES Totals:	0.00	730,800.00	730,800.00	730,800.00	730,800.00
818,238.41	794,257.73	619,900.00	827,582.00		REVENUES TOTALS:	0.00	730,800.00	730,800.00	730,800.00	730,800.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
11,470.71	8,305.13	9,500.00	9,500.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.15	10,300.00	10,300.00	10,300.00	10,300.00
0.00	0.00	0.00	0.00	61012	Administrative Assistant	0.15	7,200.00	7,200.00	7,200.00	7,200.00
0.00	0.00	0.00	0.00	61014	Superintendent	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00
29,318.92	29,418.22	31,500.00	32,750.00	61025	Water Plant Operator	0.75	37,000.00	37,000.00	37,000.00	37,000.00
11,000.11	11,190.16	14,000.00	14,000.00	61026	Sewer Plant Operator	0.25	16,500.00	16,500.00	16,500.00	16,500.00
6,608.19	5,114.81	9,000.00	8,000.00	61027	Utility Worker-New	0.20	9,400.00	9,400.00	9,400.00	9,400.00
12,822.08	9,388.01	17,500.00	17,500.00	61028	Lead WWT Plant Operator	0.25	17,800.00	17,800.00	17,800.00	17,800.00
21,247.09	14,413.57	15,700.00	15,700.00	61029	Utility Worker	0.30	16,700.00	16,700.00	16,700.00	16,700.00
15,054.92	12,446.96	15,000.00	15,000.00	61030	Finance Deputy Recorder	0.30	16,500.00	16,500.00	16,500.00	16,500.00
0.00	0.00	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00
10,292.90	9,046.03	12,000.00	12,000.00	61035	Utility Billing Clerk	0.30	6,000.00	6,000.00	6,000.00	6,000.00
0.00	0.00	0.00	0.00	61040	Part Time Help	0.00	0.00	0.00	0.00	0.00
14.65	601.57	0.00	0.00	61150	Overtime	0.00	0.00	0.00	0.00	0.00
26,870.74	18,948.84	29,000.00	22,000.00	61300	PERS Retirement	0.00	31,500.00	31,500.00	31,500.00	31,500.00
9,013.68	7,343.18	11,000.00	8,000.00	61400	Social Security (FICA)	0.00	12,400.00	12,400.00	12,400.00	12,400.00
3,224.05	2,707.25	3,500.00	3,000.00	61450	State Unemployment (SUTA)	0.00	3,900.00	3,900.00	3,900.00	3,900.00
40,051.81	35,516.59	43,500.00	39,000.00	61500	Medical Insurance	0.00	46,500.00	46,500.00	46,500.00	46,500.00
61.07	2.46	250.00	100.00	61550	Workers Benefit Fund Assessmen	0.00	250.00	250.00	250.00	250.00
2,230.37	1,882.97	4,000.00	2,500.00	61551	Workers Compensation	0.00	4,300.00	4,300.00	4,300.00	4,300.00
199,281.29	166,405.75	215,450.00	199,050.00		PERSONNEL SERVICES Totals:	2.65	236,250.00	236,250.00	236,250.00	236,250.00
7,500.00	7,500.00	7,500.00	7,500.00	02 61600	MATERIALS & SERVICES **Administrative Charge	0.00	7,500.00	7,500.00	7,500.00	7,500.00
15,000.00	15,000.00	15,000.00	15,000.00	61605	Water Franchise	0.00	15,000.00	15,000.00	15,000.00	15,000.00
7,797.33	9,815.74	15,000.00	12,000.00	61660	Technology Support & Maint.	0.00	15,000.00	15,000.00	15,000.00	15,000.00
14,879.69	16,440.86	25,000.00	21,000.00	62120	Electricity	0.00	25,000.00	25,000.00	25,000.00	25,000.00
148.93	4,728	700.00	500.00	62125	Safety Equipment & Supplies	0.00	700.00	700.00	700.00	700.00
2,244.65	2,772.78	3,000.00	3,000.00	62200	Telephone	0.00	3,200.00	3,200.00	3,200.00	3,200.00
666.20	694.42	500.00	700.00	62201	Cellular Phones	0.00	390.00	390.00	390.00	390.00
230.00	0.00	5,000.00	2,500.00	62410	Legal Services	0.00	5,000.00	5,000.00	5,000.00	5,000.00
723.86	877.35	1,000.00	900.00	62500	Dues & Memberships	0.00	1,000.00	1,000.00	1,000.00	1,000.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0.00	-0.00	500.00	500.00	62501	Meals & Mileage	0.00	500.00	500.00	500.00	500.00
1,446.00	4,32.03	2,000.00	1,000.00	62502	Conferences & Training	0.00	2,000.00	2,000.00	2,000.00	2,000.00
434.95	0.00	200.00	130.00	63000	Boot Allowance	0.00	200.00	200.00	200.00	200.00
400.00	800.00	1,000.00	0.00	63060	Water Hook-Up-County % 2004-05	0.00	1,000.00	1,000.00	1,000.00	1,000.00
752.63	1,95.14	800.00	680.00	63200	Hand Tools - Small	0.00	800.00	800.00	800.00	800.00
11,930.40	15,465.29	17,000.00	17,768.00	63400	Insurance - Property/Liability	0.00	17,900.00	17,900.00	17,900.00	17,900.00
104.81	133.86	2,500.00	0.00	63551	Intake Repair Maint	0.00	2,500.00	2,500.00	2,500.00	2,500.00
8,171.47	14,398.57	20,000.00	20,000.00	63552	Water System Maint.	0.00	20,000.00	20,000.00	20,000.00	20,000.00
7,062.40	8,561.66	10,000.00	0.00	63556	Replacement - Service & Meters	0.00	10,000.00	10,000.00	10,000.00	10,000.00
2,293.06	2,023.84	2,500.00	0.00	63557	NEW - Services & Meters	0.00	2,500.00	2,500.00	2,500.00	2,500.00
3,245.05	5,590.99	5,000.00	5,500.00	63600	Plant/Grounds Maint.	0.00	10,000.00	10,000.00	10,000.00	10,000.00
4,308.98	5,171.01	6,500.00	6,500.00	63610	Permits & Fees	0.00	8,000.00	8,000.00	8,000.00	8,000.00
10,271.18	17,230.48	23,000.00	20,000.00	63650	Chlorine And Chemicals	0.00	23,000.00	23,000.00	23,000.00	23,000.00
5,701.13	5,164.20	8,000.00	5,500.00	63900	Water Samples	0.00	8,000.00	8,000.00	8,000.00	8,000.00
2,402.28	4,411.91	4,500.00	4,300.00	64100	Printing And Postage	0.00	5,000.00	5,000.00	5,000.00	5,000.00
957.09	1,778.96	2,500.00	1,600.00	64150	Supplies	0.00	2,500.00	2,500.00	2,500.00	2,500.00
0.00	0.00	200.00	0.00	64170	Drug Screen	0.00	200.00	200.00	200.00	200.00
1,382.62	2,009.75	3,000.00	2,000.00	64300	Vehicle Expense - Fuel	0.00	3,000.00	3,000.00	3,000.00	3,000.00
313.87	110.66	1,000.00	0.00	64301	Equipment Rental	0.00	1,000.00	1,000.00	1,000.00	1,000.00
134.71	2,279.02	2,000.00	0.00	64304	Vehicle Expense - Maintenance	0.00	2,000.00	2,000.00	2,000.00	2,000.00
556.90	1,178.45	2,000.00	1,500.00	64306	Equipment - Fuel	0.00	2,000.00	2,000.00	2,000.00	2,000.00
454.05	85.65	1,500.00	1,500.00	64308	Equipment Repair	0.00	1,500.00	1,500.00	1,500.00	1,500.00
3,303.89	3,981.36	4,700.00	4,700.00	64450	Fire Control	0.00	5,200.00	5,200.00	5,200.00	5,200.00
10,995.00	15,775.00	15,000.00	13,200.00	64800	Consulting Services	0.00	15,000.00	15,000.00	15,000.00	15,000.00
760.00	0.00	10,000.00	8,000.00	64862	Engineering Services	0.00	20,000.00	20,000.00	20,000.00	20,000.00
0.00	583.16	100.00	600.00	64900	Miscellaneous Expense	0.00	100.00	100.00	100.00	100.00
126,573.13	160,919.42	218,200.00	178,078.00		MATERIALS & SERVICES Totals	0.00	236,690.00	236,690.00	236,690.00	236,690.00
0.00	0.00	10,000.00	0.00	03	CAPITAL OUTLAY	0.00	10,000.00	10,000.00	10,000.00	10,000.00
0.00	0.00	10,000.00	3,390.00	66014	Small Equipment Replacement	0.00	10,000.00	10,000.00	10,000.00	10,000.00
1,985.00	1,985.00	1,662.00	1,662.00	68501	Dam Payment/Per Customer	0.00	1,662.00	1,662.00	1,662.00	1,662.00
1,985.00	1,985.00	21,662.00	5,052.00		CAPITAL OUTLAY Totals:	0.00	21,662.00	21,662.00	21,662.00	21,662.00

	2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
	Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
	17,000.00	10,000.00	10,000.00	10,000.00	05	TRANSFERS					
					69060	Transfer To Equip. Replace.	0.00	10,000.00	10,000.00	10,000.00	10,000.00
	105,000.00	50,900.00	78,860.00	78,860.00	69063	Transfer-Capital Reserve	0.00	160,400.00	160,400.00	160,400.00	160,400.00
	6,000.00	6,346.00	10,000.00	10,000.00	69065	Transfer Late Fee-Capital Res	0.00	12,510.00	12,510.00	12,510.00	12,510.00
	0.00	0.00	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00
	128,000.00	67,246.00	98,860.00	98,860.00		TRANSFERS Totals:	0.00	182,910.00	182,910.00	182,910.00	182,910.00
	0.00	0.00	63,728.00	0.00	06	CONTINGENCY					
					65010	Operating Contingencies	0.00	51,288.00	51,288.00	51,288.00	51,288.00
	0.00	0.00	63,728.00	0.00		CONTINGENCY Totals:	0.00	51,288.00	51,288.00	51,288.00	51,288.00
	0.00	0.00	2,000.00	0.00	08	DEBT SERVICE					
					64907	Debt Service Claim	0.00	2,000.00	2,000.00	2,000.00	2,000.00
	0.00	0.00	2,000.00	0.00		DEBT SERVICE Totals:	0.00	2,000.00	2,000.00	2,000.00	2,000.00
	455,839.42	396,546.17	619,900.00	481,040.00		EXPENDITURES TOTALS:	2.65	730,800.00	730,800.00	730,800.00	730,800.00
	0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
	455,839.42	396,546.17	619,900.00	481,040.00		SECTION 2 EXPENSES	2.65	730,800.00	730,800.00	730,800.00	730,800.00
	(455,839.42)	(396,546.17)	(619,900.00)	(481,040.00)		ADMINISTRATION Totals:	(2.65)	(730,800.00)	(730,800.00)	(730,800.00)	(730,800.00)

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
818,238.41	794,257.73	619,900.00	827,582.00		SECTION 1 REVENUES	0.00	730,800.00	730,800.00	730,800.00	730,800.00
455,839.42	396,556.17	619,900.00	481,040.00		SECTION 1 EXPENSES	2.65	730,800.00	730,800.00	730,800.00	730,800.00
362,398.99	397,701.56	0.00	346,542.00		WATER FUND Totals:	(2.65)	0.00	0.00	0.00	0.00

CITY OF CANYONVILLE

SEWER FUND 07

PROPRIETARY FUND

SEWER FUND ADMINISTRATION (3.05 FTE)

Dawn Bennett – City Administrator/Recorder (.20 FTE)
Rob Siegrist – Public Works Lead (.75 FTE)
Chris Panner – Operator (.25 FTE)
Jeremy Mayfield – Utility Worker (.30 FTE)
Juston Lanham – Utility Worker (.20 FTE)
Keith Riddle – Operator (.75 FTE)
Suzie Rogers – Finance Deputy Recorder (.30 FTE)
Valerie O’Sullivan – Administrative Assistant (.30 FTE)



Public Works is responsible for three separate divisions they included:

WASTEWATER TREATMENT

This division is responsible for the operation and maintenance of the Sewer Treatment Plant.

WASTEWATER ADMINISTRATION

This division is responsible for the administrative function of the Sewer Utility. The administrative functions are sewer line design, inspection services, line locating, grease trap inspection, and customer service. Overhead items such as insurance, planning, contractual services with other departments are included in this portion of the budget.

WASTEWATER COLLECTIONS

The collection system consists of miles of collection lines through various parts of town to the treatment plant and one sludge site on a farm located outside of town. This division is responsible for maintenance of the system as well as installation of new services.

PROPRIETARY FUNDS – Are made up of Enterprise Funds used to account for acquisitions, operations, and maintenance of water and sewer facilities. These funds are entirely or predominantly self-supported through user charges to the customer.

SEWER FUND - This fund accounts for the operation of the City’s Sewer Treatment Facility located at the end of Hamlin Street that was constructed in 1979. The operations, debt and capital outlay are totally supported by charges for services. Primary expenditures are sewer system maintenance, new services, chemicals, engineering, and personal services.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR WASTEWATER FUND 07**

TOTAL REVENUE: **\$1,154,900.00**

The sewer revenues must generate sufficient income to pay the following loan payments in addition to the annual operating budget for the plant.

USDA Bond Debt	\$224,788.00
Infrastructure Financing	<u>\$ 44,822.00</u>
Total	\$269,610.00

Beginning Fund Balance 07-00-41000: The beginning fund balance has increased by \$46,000.00 from last fiscal year.

Interest Earned 07-00-45000: The interest is earned from the money we transfer to our savings account. The interest rate has increased and so this line has been increased by \$1,000.00.

Sewer Collections 07-00-46280: Is being budgeted the same as last fiscal year.

PERSONNEL SERVICES: **\$306,050.00**

Personnel Services has increased a total of \$9,450.00 from last year's budget. The reduction of Utility Worker # 61029 from 50% to 30% out of the sewer has helped to offset the 5% increase in wages due to the 2024-2026 union contract that was approved by Council.

MATERIALS AND SERVICES: **\$337,970.00**

Primary expenditures are administrative charges to the general fund, water franchise fee, electricity, telephone, legal, dues and memberships, conference and training, water system maintenance and engineering. Materials and services have increased a total of \$15,330.00. With the new sewer plant, we are still attempting to get a handle on the operating costs. The following are the changes within the categories that are affected by the new plant.

Water .07-10-62122: This line item has decreased by \$1,500.00 from last fiscal year.

Dues and Membership 07-10-62500: This line item is staying the same as last budget. The City is trying to be selective regarding dues and membership.

. The following dues are authorized for this fiscal year:

- Umpqua Basin Operators Section
- Oregon Association of Water Utilities
- American Water Works
- Department of Human Services
- Bio Med

Insurance Property/Liability 07-10-63400: This line item is the same as last year's budget as we overbudgeted due to the uncertainty of what the premium for the new plant would be until after the audit was completed.

Sludge removal 07-10-63670: This line item is being budgeted the same as last year. The new sewer plant processes the sludge into material that can be hauled to the land fill. This line is for a backup incase the de-watering processor or the screw press have a problem we can then have Heard Farms to haul some of the sludge.

Printing and postage 07-10-64100: This line has been increased by \$1,000.00 due to the increase in postage.

Supplies 0710-64150: This line item has been increased this year to \$4,000.00.

Equipment Fuel: This line item has been increased buy \$1,000.00 due to the higher fuel prices this year.

Consulting Services 07-10-64800: Last year's budget included contracted services for the sewer plant. It is not anticipated that the need for contracted services will arise in the near future. The line item is being decreased by \$18,000.00.

CAPITAL OUTLAY: \$10,000.00

New replacement equipment 07-10-69060: This line item is for the replacement of equipment that is too small of an expense to take from the capital equipment fund.

Phase II new equipment 07-10-66020: This line item was added to track all the new office and lab equipment that was purchased through Phase II of the Sewer Upgrade. This line item is no longer needed.

TRANSFERS: \$429,356.00

Transfer to Equipment Fund 07-10-69060: No money is being transferred to the Equipment Fund this year.

Transfer to Capital Reserve 07-10-59063: Now that the City must repay its debt for the upgrade there is not much money left to transfer to the reserve account. This year we are transferring \$50,000.00.

Transfer to USDA bonded debt 07-10-69075: Next year's loan payment \$225,788.00.

Transfer to IFA Loan debt 07-10-69083: Next year's loan payment \$44,822.00.

Transfer to short lived assets 07-10-69085: This is a new line item, and a new fund has been set up just to track the short-lived assets. According to the loan agreement with Rural Development the City must contribute \$54,373.00 per year to the short-lived assets until the fund has sufficient revenue to replace all the short-lived assets valued at \$750,000.00. This year we are transferring two payments to make up for the payment we missed last year.,

CONTINGENCY: **\$71,524.00**

Operating Contingency 07-10-65010: Increased by \$3,634.00 from last year's budget.

TOTAL EXPENSES: **\$1,154,900.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
418,018.65	461,547.29	254,000.00	418,000.00	07 R1 41000	SEWER FUND REVENUES Beginning Fund Balance	0.00	300,000.00	300,000.00	300,000.00	300,000.00
0.00	0.00	300.00	0.00	44090	Sewer Permits	0.00	300.00	300.00	300.00	300.00
334.37	2,847.95	2,000.00	4,600.00	45000	Interest Earned	0.00	3,000.00	3,000.00	3,000.00	3,000.00
924,076.99	981,415.54	850,000.00	890,200.00	46280	Sewer Collections	0.00	850,000.00	850,000.00	850,000.00	850,000.00
0.00	0.00	100.00	0.00	46500	Bad Debt Recovery	0.00	100.00	100.00	100.00	100.00
5,316.57	1,848.00	1,500.00	1,100.00	49400	Miscellaneous Receipts	0.00	1,500.00	1,500.00	1,500.00	1,500.00
1,347,746.58	1,447,748.78	1,107,900.00	1,313,900.00		REVENUES Totals:	0.00	1,154,900.00	1,154,900.00	1,154,900.00	1,154,900.00
1,347,746.58	1,447,748.78	1,107,900.00	1,313,900.00		REVENUES TOTALS:	0.00	1,154,900.00	1,154,900.00	1,154,900.00	1,154,900.00

2022	2023	2024	2024	2024	2024	FTE	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description		Requested	Proposed	Approved	Adopted	
15,294.41	11,073.43	12,800.00	12,800.00	10 01 61010	ADMINISTRATION PERSONNEL SERVICES City Administrator/Rec.	0.20	13,700.00	13,700.00	13,700.00	13,700.00	13,700.00
0.00	0.00	0.00	0.00	61012	Administrative Assistant	0.15	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
0.00	0.00	0.00	0.00	61014	Superintendent	0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	61020	Deputy Recorder	0.00	0.00	0.00	0.00	0.00	0.00
9,772.95	9,806.01	11,000.00	11,000.00	61025	Water Plant Operator	0.25	12,300.00	12,300.00	12,300.00	12,300.00	12,300.00
33,000.55	33,570.71	41,000.00	41,000.00	61026	Sewer Plant Operator	0.75	49,500.00	49,500.00	49,500.00	49,500.00	49,500.00
6,608.19	5,114.84	8,800.00	8,800.00	61027	Utility Worker-New	0.20	9,500.00	9,500.00	9,500.00	9,500.00	9,500.00
38,466.34	28,174.22	51,000.00	51,000.00	61028	Lead WWT Plant Operator	0.75	53,500.00	53,500.00	53,500.00	53,500.00	53,500.00
12,748.05	21,378.86	25,800.00	25,800.00	61029	Utility Worker	0.30	16,800.00	16,800.00	16,800.00	16,800.00	16,800.00
15,055.10	12,476.91	15,300.00	13,500.00	61030	Finance Deputy Recorder	0.30	16,300.00	16,300.00	16,300.00	16,300.00	16,300.00
0.00	0.00	0.00	0.00	61033	Bookkeeper	0.00	0.00	0.00	0.00	0.00	0.00
10,292.90	9,076.04	12,000.00	12,000.00	61035	Utility Billing Clerk	0.30	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
14.65	475.22	0.00	0.00	61150	Overtime	0.00	0.00	0.00	0.00	0.00	0.00
32,256.23	27,616.47	41,000.00	39,000.00	61300	PERS Retirement	0.00	42,500.00	42,500.00	42,500.00	42,500.00	42,500.00
10,806.18	9,711.34	16,000.00	13,000.00	61400	Social Security (FICA)	0.00	16,750.00	16,750.00	16,750.00	16,750.00	16,750.00
3,714.34	3,574.50	5,100.00	4,500.00	61450	State Unemployment (SUTA)	0.00	5,400.00	5,400.00	5,400.00	5,400.00	5,400.00
39,808.16	42,885.11	53,000.00	52,000.00	61500	Medical Insurance	0.00	52,500.00	52,500.00	52,500.00	52,500.00	52,500.00
68.54	62.95	300.00	100.00	61550	Workers Benefit Fund Assessmen	0.00	300.00	300.00	300.00	300.00	300.00
2,916.32	2,471.98	3,500.00	1,500.00	61551	Workers Compensation	0.00	3,500.00	3,500.00	3,500.00	3,500.00	3,500.00
230,822.91	217,318.59	296,600.00	286,000.00		PERSONNEL SERVICES Totals:	3.20	306,050.00	306,050.00	306,050.00	306,050.00	306,050.00
7,500.00	7,500.00	7,500.00	7,500.00	02 61600	MATERIALS & SERVICES **Administrative Charge	0.00	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
15,000.00	15,000.00	15,000.00	15,000.00	61610	Sewer Franchise	0.00	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
5,117.27	5,170.69	10,000.00	6,000.00	61660	Technology Support & Maint.	0.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
65,473.75	73,819.84	85,000.00	85,000.00	62120	Electricity	0.00	85,000.00	85,000.00	85,000.00	85,000.00	85,000.00
5,789.64	6,370.20	8,000.00	8,000.00	62122	Water	0.00	6,500.00	6,500.00	6,500.00	6,500.00	6,500.00
1,444.95	1,730.00	700.00	400.00	62125	Safety Equip.	0.00	700.00	700.00	700.00	700.00	700.00
1,787.81	1,271.29	1,500.00	1,500.00	62200	Telephone	0.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
968.04	674.42	750.00	940.00	62201	Cellular Phones	0.00	720.00	720.00	720.00	720.00	720.00
190.00	0.00	5,000.00	0.00	62410	Legal Services	0.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
190.00	275.00	400.00	265.00	62500	Dues & Memberships	0.00	400.00	400.00	400.00	400.00	400.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0.00	0.00	1,000.00	500.00	62501	Meals & Mileage	0.00	1,000.00	1,000.00	1,000.00	1,000.00
1,110.00	2,000.00	2,000.00	1,000.00	62502	Conferences & Training	0.00	2,000.00	2,000.00	2,000.00	2,000.00
542.96	2,849.8	400.00	400.00	63000	Boot Allowance	0.00	400.00	400.00	400.00	400.00
(107.46)	80.17	500.00	400.00	63200	Hand Tools	0.00	500.00	500.00	500.00	500.00
0.00	0.00	500.00	0.00	63350	Rental Expenses	0.00	500.00	500.00	500.00	500.00
32,169.00	31,877.14	38,000.00	34,000.00	63400	Insurance Property/Liability	0.00	38,000.00	38,000.00	38,000.00	38,000.00
1,787.53	3,470.56	4,000.00	1,300.00	63554	Sewer System Maintenance	0.00	4,000.00	4,000.00	4,000.00	4,000.00
13,702.66	19,062.42	20,000.00	18,000.00	63555	Lab Work	0.00	20,000.00	20,000.00	20,000.00	20,000.00
3,275.49	4,248.36	7,000.00	7,000.00	63600	Plant/Grounds Maintenance	0.00	7,000.00	7,000.00	7,000.00	7,000.00
3,329.44	3,728.49	5,000.00	4,000.00	63610	Permits & Fees	0.00	5,000.00	5,000.00	5,000.00	5,000.00
25,965.35	40,843.17	41,000.00	40,000.00	63650	Chlorine And Chemicals	0.00	41,000.00	41,000.00	41,000.00	41,000.00
9,604.16	31,642.80	20,000.00	20,000.00	63670	Sludge Removal	0.00	20,000.00	20,000.00	20,000.00	20,000.00
2,427.49	3,679.99	4,000.00	4,000.00	64100	Printing And Postage	0.00	5,000.00	5,000.00	5,000.00	5,000.00
1,865.50	3,366.93	3,000.00	3,000.00	64150	Supplies	0.00	4,000.00	4,000.00	4,000.00	4,000.00
192.00	1,000.00	500.00	0.00	64170	Drug Screen/CDL (2year)	0.00	750.00	750.00	750.00	750.00
1,990.05	3,077.70	5,500.00	0.00	64300	Vehicle Expense - Fuel	0.00	5,500.00	5,500.00	5,500.00	5,500.00
0.00	0.00	500.00	0.00	64301	Equipment Rental	0.00	500.00	500.00	500.00	500.00
626.14	2,670.1	2,500.00	0.00	64304	Vehicle Expense - Maintenance	0.00	2,500.00	2,500.00	2,500.00	2,500.00
1,206.15	1,876.05	3,000.00	0.00	64306	Equipment - Fuel	0.00	4,000.00	4,000.00	4,000.00	4,000.00
1,954.62	2,877.94	3,000.00	0.00	64308	Equipment - Maintenance	0.00	3,500.00	3,500.00	3,500.00	3,500.00
8,000.00	26,476.68	38,000.00	0.00	64800	Consulting Services	0.00	20,000.00	20,000.00	20,000.00	20,000.00
105.00	15,574.30	20,000.00	0.00	64862	Engineering Services	0.00	20,000.00	20,000.00	20,000.00	20,000.00
637.00	0.00	50.00	0.00	64900	Miscellaneous Expense	0.00	500.00	500.00	500.00	500.00
212,544.54	300,279.13	353,300.00	258,205.00		MATERIALS & SERVICES Totals	0.00	337,970.00	337,970.00	337,970.00	337,970.00
				03	CAPITAL OUTLAY					
0.00	670.87	10,000.00	0.00	66010	New Equipment	0.00	10,000.00	10,000.00	10,000.00	10,000.00
3,831.84	3,681.04	3,500.00	0.00	66020	Phase II New Equip. Expense	0.00	0.00	0.00	0.00	0.00
3,831.84	4,371.91	13,500.00	0.00		CAPITAL OUTLAY Totals:	0.00	10,000.00	10,000.00	10,000.00	10,000.00
				05	TRANSFERS					
10,000.00	10,000.00	10,000.00	0.00	69060	Transfer To Equip. Replace.	0.00	0.00	0.00	0.00	0.00
429,000.00	96,000.00	96,000.00	0.00	69063	Transfer To Capital Res.	0.00	50,000.00	50,000.00	50,000.00	50,000.00
0.00	224,788.00	225,788.00	0.00	69075	Transfer to USDA Bond Debt Fun	0.00	225,788.00	225,788.00	225,788.00	225,788.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
0.00	44,822.00	44,822.00	0.00	69083	Transfer To IFA Loan Debt Fund	0.00	44,822.00	44,822.00	44,822.00	44,822.00
0.00	0.00	0.00	0.00	69085	Transfer To Short-Lived Asset	0.00	108,746.00	108,746.00	108,746.00	108,746.00
0.00	0.00	0.00	0.00	69111	Transfer to Facility Reserve	0.00	0.00	0.00	0.00	0.00
439,000.00	375,610.00	376,610.00	0.00	06	TRANSFERS Totals:	0.00	429,356.00	429,356.00	429,356.00	429,356.00
0.00	0.00	67,890.00	0.00	65010	CONTINGENCY Operating Contingencies	0.00	71,524.00	71,524.00	71,524.00	71,524.00
0.00	0.00	67,890.00	0.00		CONTINGENCY Totals:	0.00	71,524.00	71,524.00	71,524.00	71,524.00
886,199.29	897,519.63	1,107,900.00	544,205.00		EXPENDITURES TOTALS:	3.20	1,154,900.00	1,154,900.00	1,154,900.00	1,154,900.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00
886,199.29	897,519.63	1,107,900.00	544,205.00		SECTION 2 EXPENSES	3.20	1,154,900.00	1,154,900.00	1,154,900.00	1,154,900.00
(886,199.29)	(897,519.63)	(1,107,900.00)	(544,205.00)		ADMINISTRATION Totals:	(3.20)	(1,154,900.00)	(1,154,900.00)	(1,154,900.00)	(1,154,900.00)

2022	2023	2024	2024	2024	2025		2025	2025	2025		
Actual	Actual	Adopted	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
1,347,746.58	1,447,748.78	1,107,900.00	1,107,900.00	1,313,900.00		SECTION 1 REVENUES	0.00	1,154,900.00	1,154,900.00	1,154,900.00	1,154,900.00
886,199.29	897,579.63	1,107,900.00	1,107,900.00	544,205.00		SECTION 1 EXPENSES	3.20	1,154,900.00	1,154,900.00	1,154,900.00	1,154,900.00
461,547.29	550,189.15	0.00	0.00	769,695.00		SEWER FUND Totals:	(3.20)	0.00	0.00	0.00	0.00

CITY OF CANYONVILLE EQUIPMENT REPLACEMENT 08 CAPITAL PROJECTS FUND



EQUIPMENT REPLACEMENT ADMINISTRATION (0 FTE)
Supported by employees in General Fund Administration

CAPITAL PROJECTS FUNDS – Are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds.

EQUIPMENT REPLACEMENT FUND – Accounts for acquisitions of equipment. Principle sources of revenue are transfers from other funds and the sale of surplus equipment. Primary expenditures are new or replacement equipment. This fund was reestablished in 2002 by Ordinance No. 431.

**CITY OF CANYONVILLE
BUDGET SUMMARY FOR EQUIPMENT REPLACEMENT FUND 08**

TOTAL REVENUE: **\$301,234.00**

The purpose of this fund is for the City to save money to replace expensive equipment in the future. Most of the City's old and outdated equipment has been replaced. The goal is to transfer money for each of the departments on a yearly basis so there will be sufficient funds for future equipment replacements. The following transfers are being made from each fund:

Transfer from General to fund 08-00-44972(Park):	\$ 5,000.00
Transfer from Water fund to 08-00-44974:	\$10,000.00
Transfer from Sewer Fund 08-00-44975:	\$ 0.00
Transfer from Street Fund 08-00-44977:	\$ 0.00

This year money is being transferred from the General Fund and Water Fund. The remaining money in the account comes from the following:

The fund balance carry over from last year:	\$279,234.00
Anticipated interest	\$ 7,000.00

CAPITAL OUTLAY: **\$301,234.00**

Equipment Replacement Administration 08-10-66021: Administration has a total of \$40,811.00 set aside for equipment replacement in the future. The City's software, Microsoft email, and intranet have all been upgraded to the cloud. The office computer hard drives will need to be replaced soon, but all the other equipment will last for a few more years.

Equipment Replacement Park 08-10-66022: This year we are transferring \$5,000.00 to the Park department from the General Fund. The total for this next budget year is \$60,038.00.

Equipment Replacement Water 08-10-66024: This year \$10,000.00 is being transferred from the Water Fund. A total of \$117,778.00 has been set aside for the replacement of the actuator valves for the Water Plant.

Equipment Replacement Sewer 08-10-66025: No money will be transferred from the Sewer Fund because most of the equipment is listed on the short-lived asset list which has its own account. The total amount of money available for any equipment not considered a short-lived asset is \$68,527.00.

Equipment Replacement Streets 08-10-66026: No money is being transferred from the Street Fund this year. A total of \$14,080.00 is left in this line item.

TOTAL EXPENSES **\$301,234.00**

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted
195,840.34	248,785.89	255,441.00	275,228.00	08	EQUIPMENT REPLACEMENT FUND					
0.00	0.00	0.00	5,000.00	R1	REVENUES					
5,000.00	5,000.00	5,000.00	10,000.00	41000	Beginning Fund Balance	0.00	279,234.00	279,234.00	279,234.00	279,234.00
17,000.00	10,000.00	10,000.00	10,000.00	44971	**Transfer From Gen. (Admin)	0.00	0.00	0.00	0.00	0.00
10,000.00	10,000.00	10,000.00	10,000.00	44972	**Transfer From Gen. (Park)	0.00	5,000.00	5,000.00	5,000.00	5,000.00
35,000.00	10,000.00	10,000.00	10,000.00	44974	**Transfer From Water Fund	0.00	10,000.00	10,000.00	10,000.00	10,000.00
1,337.48	10,000.00	10,000.00	0.00	44975	**Transfer From Sewer Fund	0.00	0.00	0.00	0.00	0.00
14,327.90	0.00	0.00	0.00	44977	**Transfer from Street Fund	0.00	0.00	0.00	0.00	0.00
0.00	7,740.79	6,000.00	12,000.00	45000	Interest Earned	0.00	7,000.00	7,000.00	7,000.00	7,000.00
	0.00	50.00	0.00	49400	Miscellaneous Receipts	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	49501	Sale Of Surplus Equip.	0.00	0.00	0.00	0.00	0.00
278,505.72	281,546.68	286,491.00	312,228.00		REVENUES Totals:	0.00	301,234.00	301,234.00	301,234.00	301,234.00
278,505.72	281,546.68	286,491.00	312,228.00		REVENUES TOTALS:	0.00	301,234.00	301,234.00	301,234.00	301,234.00

2022	2023	2024	2024	2024	2025	2025	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted		
970.86	0.00	47,224.00	5,656.00	10 03 66021	ADMINISTRATION CAPITAL OUTLAY Equip. Rep.- Admin	0.00	40,811.00	40,811.00	40,811.00	40,811.00		40,811.00
0.00	5,854.99	52,329.00	845.00	66022	Equip. Rep. - Park	0.00	60,038.00	60,038.00	60,038.00	60,038.00		60,038.00
1,124.37	143.97	116,570.00	10,866.00	66024	Equip. Rep. - Water	0.00	117,778.00	117,778.00	117,778.00	117,778.00		117,778.00
1,633.57	0.00	57,224.00	4,023.00	66025	Equip. Rep. - Sewer	0.00	68,527.00	68,527.00	68,527.00	68,527.00		68,527.00
25,991.03	209.99	13,144.00	1,792.00	66026	Equip. Rep.- Streets	0.00	14,080.00	14,080.00	14,080.00	14,080.00		14,080.00
29,719.83	6,208.95	286,491.00	23,182.00		CAPITAL OUTLAY Totals:	0.00	301,234.00	301,234.00	301,234.00	301,234.00		301,234.00
29,719.83	6,208.95	286,491.00	23,182.00		EXPENDITURES TOTALS:	0.00	301,234.00	301,234.00	301,234.00	301,234.00		301,234.00
0.00	0.00	0.00	0.00		SECTION 2 REVENUES	0.00	0.00	0.00	0.00	0.00		0.00
29,719.83	6,208.95	286,491.00	23,182.00		SECTION 2 EXPENSES	0.00	301,234.00	301,234.00	301,234.00	301,234.00		301,234.00
(29,719.83)	(6,208.95)	(286,491.00)	(23,182.00)		ADMINISTRATION Totals:	0.00	(301,234.00)	(301,234.00)	(301,234.00)	(301,234.00)		(301,234.00)

2022	2023	2024	2024	2024	2024	2025	2025	2025	2025	2025	2025
Actual	Actual	Adopted	Estimated	Account	Description	FTE	Requested	Proposed	Approved	Adopted	Adopted
278,505.72	281,516.68	286,491.00	312,228.00		SECTION 1 REVENUES	0.00	301,234.00	301,234.00	301,234.00	301,234.00	301,234.00
29,719.83	6,218.95	286,491.00	23,182.00		SECTION 1 EXPENSES	0.00	301,234.00	301,234.00	301,234.00	301,234.00	301,234.00
248,785.89	275,277.73	0.00	289,046.00		EQUIPMENT REPLACEMENT FI	0.00	0.00	0.00	0.00	0.00	0.00